

Karl Junginger Memorial Library

Board of Trustees Meeting

December 12, 2018

5:15 pm

Minutes

- I. Call to Order & Introductions
Meeting called to order at 5:16 pm. Present: Art Biermeier, Deb Battenberg, Brian Henning, Lee Fiedorowicz (5:18), Ellen Sullivan (6:07); Angie Stinnett, Kristen Klein, and Kelli Mountford.
- II. Approval of agenda
Battenberg moved to approve the agenda. Henning seconded. Motion passed unanimously.
- III. Approval of open minutes from November 27, 2018
Henning moved to approve the minutes from November 27. Stinnett seconded. Motion passed unanimously.
- IV. Correspondence, Appearance, Public Comments:
 - A. *Mountford shared a handout from the Fort Atkinson Community Foundation regarding the roles of citizen library boards and their trustees.*
 - B. *Mountford reported that we received Christmas cards from Lucy Klug and Van Holten's as well as a thank you card from Joel Zibell.*
- V. Director's Report
Mountford submitted a written report.
- VI. Unfinished Business
 - A. Financial monthly report for November 2018 – Action
Battenberg moved to approve the financial report. Biermeier seconded. Motion passed unanimously.
 - B. 2019 Library Budget – Action
The board discussed available options to balance the budget. Fiedorowicz moved to approve option 5 as the presented. Battenberg seconded. Motion passed unanimously.
 - C. Changing Library Hours for 2019 – Action
Biermeier moved to close the library at 3:00 on Wednesdays and stay open on the first and third Saturdays of every month. Fiedorowicz seconded. Motion passed unanimously.
- VII. New Business
 - A. Cleaning for 2019 - Action
Battenberg moved to non-renew the contract with the current cleaner and hire a library custodian. Henning seconded. Motion passed unanimously.
- VIII. Future agenda items
 - A. *Fund Balance Policy*

IX. Date, place, and time of next meeting in the library conference room
Tuesday, January 8, at 5:15 in the library conference room

X. Adjournment

Battenberg moved to adjourn at 6:16 pm. Henning seconded. Motion passed unanimously.

Respectfully Submitted, Kristen Klein, Secretary