

PRESQUE ISLE COMMUNITY LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
JUNE 10, 2014

Roll Call of Members – The Board meeting was called to order by President Jeff Burke at 4:00 pm. Other members present included Jackie Bassett, Kay Lorbiecki, Brian Derber and Carol Stone. Library Director Pam Eschenbauch was also present. Bob Berdan and Adam Johnson were not present.

Agenda Approval – On the motion of Brian Derber, with a second by Kay Lorbiecki, the meeting agenda was unanimously approved as drafted by Board President Jeff Burke.

Minute's Approval – The May meeting minutes were unanimously approved, upon the motion of Brian Derber, with a second by Jackie Bassett.

Treasurer's Report – Carol distributed the 2014 June Report for May Expenses and the June 2014 bills to be paid. Carol noted the upcoming June bill of \$650.00 for the 3 Day/Week Material Delivery Charge from NWLS. Pam explained that all NWLS libraries, including the NWLS office, would be billed for this charge. Carol asked that Pam determine for the next meeting if the bill was for 2014 or was covering 7/1/14-7/1/15. Carol also explained that the \$40 FOL membership figure on the Unbudgeted Expenses was due to checks being written out to PICL rather than FOL for membership in which case we need to cash the check and remit the amount to FOL. The motion was made by Brian Derber, with a second by Kay Lorbiecki, to approve expenditures for June in the amount of \$4301.84, and the motion passed unanimously.

Library Administrator's Report – Pam passed out the updated March Circulation report with updated e-book figures which were not available at the time of our previous meeting. It was then noted that Dave Vogt, outgoing Lion's President, was presenting the President's Award designation of \$1000 to the library. It was discussed that the donation could be used to offset the unbudgeted 3-Day Material Delivery charge. A Merlin Compliance form was presented for Jeff's signature. WISCAT will be changing to "Share It" at the end of the month for those ordering outside materials. Jim Battin is checking on the details surrounding this and Pam will cover it in the July meeting. The study project WIN has concluded and in the resulting decision the determination was that the ILS Consortia should not merge. Regarding the Summer Reading Program, a brochure has not yet been completed and distributed. Bart, from the Discovery Center, will be giving a program the Wednesday before Country Fair informing children of the care and handling of turtles and frogs acquired for the races.

OLD BUSINESS

1. Merlin/NWLS reports. The Directors' meeting was held in Mercer where all viewed the new library facility. Discussions included the programs coming for story time. Also, "Advantage" will now be available for individuals ordering e-books and is only available to Merlin card holders. It is part of the e-book investment made from the NWLS collection development funds. E-books are also available to library card holders as part of the WI Public Library Consortium.
1. Lower Level Project Status. A proposal was received from Jeff Woods, of Quality Heating, which included hanging a heating/air handling unit from the ceiling in the proposed multipurpose rooms and adding an air compressor unit outside for an additional \$4700. Jeff will be requesting approval from Jack Harrison to check with contractors outside the Town contract with Quality Heating to

obtain other proposals for heating/cooling solutions in the lower level. Jeff is also working with Jim Brzezinski on specifics for the electrical wiring in the classroom spaces. An account will be set up with Viking Electric to obtain electric components. With Board approval, Carol will obtain feasibility and figures for adding plumbing to the lower level for a bathroom, sink, and utility sink and will present the information at the July meeting.

NEW BUSINESS

1. Policy review/approval – Meeting Room Policy Rework. To be addressed at July meeting
2. FOL. The listing of books on Amazon for sale has begun and is being overseen by Pam Wipple. One book was sold at an amount of \$40.00 with others at lesser amounts. The FOL Fundraiser, Sweets and Sundaes on Wednesday, will be held on July 2, 2014 from 6-8 pm. The library board members have been asked to scoop ice cream for the event. Jeff, Jackie, and Carol will be available to assist for sure with other members to verify. A poster was distributed to each Board member to find a display location.
3. Annual book sale preparation. Pam has a signup sheet for the Book Sale, June 28-29 with setup June 27. A poster was given to each Board member to find a display location. Jackie will check into sources for using the books remaining after the sale. Kay will send an ad for the sale to the Lakeland Times, Ironwood, and the Daily Globe. Pam will cover the FYI ad.
4. Northwoods Art Tour weekend 2015 –grant. Tabled.
5. Miscellaneous Board business. None.

Public comment - None

Next meeting date - July 8, 2014. **NOTE: MEETINGS WILL BE AT 3:00 PM BEGINNING IN JULY.**

Adjournment -Meeting adjourned at 4:54 pm.