

**PRESQUE ISLE COMMUNITY LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
OCTOBER 14, 2014**

Roll Call of Members – The Board meeting was called to order by President Jeff Burke at 4:03 pm. Board members present were: Jackie Bassett, Jeff Burke, Brian Derber, Kay Lorbiecki, and Carol Stone. Library Director Pam Eschenbauch was also present. Bob Berdan and Adam Johnson were absent.

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

Minute's Approval - With a change in the meeting date of this month's meeting from October 9 to October 14, 2014, the minutes of the September 9, 2014 meeting were unanimously approved as well as the minutes of the Special Board Meeting of October 1, 2014 upon a motion by Brian Derber with a second by Jackie Bassett.

Treasurer's Report – Carol distributed the 2014 October Report for September Expenses and the October bills to be paid. Carol indicated that the NWLS Collection Development Grant check has been received in the amount of \$1654 and forwarded to the Clerk of the Town of Presque Isle. A total of \$1575 was received in donations in September for the library and \$500 for the Art Program. A check for Presque Isle Fine Arts was written for funds donated to date in 2014 in the amount of \$700. Upon a motion by Brian Derber seconded by Kay Lorbiecki, bills to be paid in October were unanimously approved in the amount of \$4270.48.

Library Administrator's Report – Pam passed out the September Circulation report and noted that 54 additional e-books should be added to the report as that figure was just obtained. Pam is working on completing and submitting information for a Mead-Witter Grant. This grant can be used for paper, audio, and DVD materials. Pam will be attending a seminar on October 16, 2014 on story time information for children of all ages. She will also be attending the WLA Convention in the WI Dells November 5-7, 2014.

OLD BUSINESS

1. Merlin/NWLS reports. Pam indicated that Merlin will be requesting votes for new officers very soon. Also Directors are checking into using collection agencies for overdue and lost books from patrons. Jim Trojanowski is reviewing the legality. Jeff attended a Board of Trustees meeting in Ashland on September 20, 2014. The NWLS Board approved funds for the replacement of 10-12 servers and to buy 2 new servers for backup storage coverage. He indicated that 22 of 28 libraries now have their additional bandwidth installed. Also, the DPI is conducting a Lean Study and the WLA is forming a committee of library system administrators to develop recommendations for areas of expense reduction to be submitted to the governor. Jim Trojanowski is engaged and providing valuable insight.

2. Lower Level Project Status. Rogers Controls has installed the duct work needed in the classroom areas and will be providing a proposal for doing the necessary electrical installation for the lower level. Howard Bros. has installed the drain pipes and stubbed in the necessary plumbing pipes. Further HVAC and plumbing work will proceed when the balance of the stud walls and electrical work is ready.

NEW BUSINESS

1. Policy review/approval. Upon motion by Jackie Bassett and second by Kay Lorbiecki, the Board unanimously approved the Displays, Art and Exhibits Policy.

2. FOL. Pam Whippel with FOL has requested to be on next month's agenda to discuss the Amazon Book Sale project and space needs in the lower level. Also the FOL will be operating a food booth for revenue generation at next year's Fine Arts Show

3. Donation box. Tabled until the next meeting.

4. Volunteer Recognition Dinner. The Board will hold the dinner in the month of January. Carol will cover the main course, Jackie will obtain the beverages, and the balance of salad, desert, and set up/clean up will be determined at a future meeting.

5. Miscellaneous Board business. The library elevator has received an all clear at an October inspection by Otis. Kay indicated that the Jan/Feb art exhibit will be provided by Eric Johnson with a retrospective of 2014 in photos, predominantly of Presque Isle; Mar/April will be the North Lakeland Elementary School children's portrayal of the outdoor education programs; and Nov/Dec will be 6-8 artists showing a fall/winter/Christmas theme.

Public comment – None

Next meeting date – November 11, 2014 at 4 pm

Adjournment – Meeting adjourned at 5:10 pm