

APPROVED MINUTES - Presque Isle Community Library - Board of Trustees	
Meeting Category:	Regular Meeting
Date :	Tuesday March 15, 2016
Scheduled Time :	4:00 pm
Location :	Upper Level Library Meeting Room
All Approved Board minutes will be posted on the Presque Isle Community Library website at : http://presqueisle.wislib.org/index.php/about-us/library-board-of-trustees/board-minutes	

- 1) Call to Order - 4:30 pm Bob Berdan
- 2) Roll Call of Members / Introduction of Visitors
 - a) Board members present - Bob Berdan (RJB), Christine Wallace (CW), Jackie Bassett (JB), & Mike Czarny (MC). Also present, Library Director Pam Eschenbauch (PE). Excused Absent - Adam Johnson (AJ), Carol Stone (CS), Brenda Schuppe (BDS),
 - b) Visitors - None
- 3) Agenda approval / modification - No changes - MC - motion / JB - 2nd. Unanimous vote.
- 4) Approval of Minutes - (February 9, 2016) - No changes - MC - motion / JB - 2nd. Unanimous vote.
- 5) Treasurer's report
 - a) Treasurer supplied report - Director conducted cursory review. Noted large annual expenses for NWLS/Merlin & T-1 line costs. No further action taken.
 - b) Action on bills to be paid - Library Director reviewed bills to be paid in the amount of \$8860.83. RJB- motion / MC - 2nd. Unanimous vote.
- 6) Library Director's Report / NWLS & Merlin Reports
 - a) Annual Report - Q&A on copyright-films costs. Board calendar review date moved to March.
 - b) Circulation report - reviewed
 - c) Artist of the Month, Library collaboration prospects - PE reviewed efforts between Boulder Jct, Mercer, Manitowish Water, and PICL. Library Directors will establish revolving artist show (depending on artist). PE, JB, and CW will meet over the next month to coordinate other artist ideas and report in April.
 - d) PE reported on efforts across libraries in 3 counties to develop the summer "Bookfest". Programs are expected to start June 16. Total program costs may be ~\$5000, the bulk to be subsidized by a participating libraries joint grant. Costs to PICL are expected to be similar to 2015 - ~\$250-300. PE to investigate potential web stream and use of Skype/2 way communication for remote presentations. PE will report final schedule and details at next board meeting.
- 7) Committee Reports & FOL Update
 - a) Policy Cmte - 3 policies will be ready for April review. (Disaster and Emergency Policy, Internet Use Policy and Equipment Policy and Agreement, Lower Level Storage Space Policy) Key policy was discussed and designated a low priority.
 - b) LRP/Strategy Cmte - RJB, AJ, and MC will have 1st meeting on 3/16/2016.
 - c) FOL - No major updates. Latest mailing effort using tax rolls was successful.
- 8) OLD BUSINESS:
 - a) Lower level project completion (lighting) - report deferred to April 12 due to CS absence.
 - b) Lower Level AV status report - report deferred to April 12 due to CS absence.
 - c) Building Key Policy - No report. MC indicated this is a low priority at this time.
 - d) Disaster and Emergency Policy - report deferred to April 12.
 - e) Internet Use Policy and Equipment Policy and Agreement - report deferred to April 12.
 - f) Lower Level Storage Space Policy - report deferred to April 12.
 - g) Use of Docs Open/records retention - Group discussion on "Google Docs". Still experiencing some learning issues. Ownership of the accounts and password circulation discussed with no action taken. PE will try to

schedule 2nd training session with Lorine Walters before next April meeting. RJB will continue to use the Agenda document as a training module.

- h) Outcome of Joint m/w FOL Officers re 2016 planning - RJB, CS, and PE met with FOL (Kathy Sprester, Kathy Curtis, & Carmen Farwell) to discuss future efforts and plans. Appreciative of efforts to bring 2 bodies into closer communication. Suggest reschedule Volunteer / FOL recognition to later date. Would like to see a recognition event for PE retirement, depending on PE's wishes. FOL plans to firm up additional donations for collection development and RTI disc repair.

9) NEW BUSINESS

- a) Addn'l Committee Appointments
 - i) LD Search Cmte - RJB recommended BDS as 3rd committee member to replace Brian Derber and serve with AJ and MC. JB - motion / MC - 2nd. Unanimous vote.
 - ii) Trustee Search Cmte - deferred to April meeting.
- b) Volunteer / FOL Recognition event - To be scheduled for May 4 (PE)

10) Public comment - None

11) Adjournment : 5:37 pm - JB - motion / MC - 2nd. Unanimous vote.

Next meeting date: April 12th, 4:00 PM Lower Level

This is an image of the original posted Agenda, for Archive Purposes

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- 4) Approval of Minutes - (February 9, 2016)
- 5) Treasurer's report
 - a) Action on bills to be paid
- 6) Library Director's Report/ NWLS & Merlin Reports
 - a) Annual Report - Questions/review/discussion
 - b) Artist of the Month, Library collaboration prospects
- 7) Committee Reports & FOL Update
 - a) Policy Cmte
 - b) LRP/Strategy Cmte
 - c) FOL
- 8) OLD BUSINESS:
 - a) Lower level project completion (lighting)
 - b) Lower Level AV status report
 - c) Building Key Policy
 - d) Disaster and Emergency Policy
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 - f) Lower Level Storage Space Policy
 - g) Use of Docs Open/records retention
 - h) Outcome of Joint m/w FOL Officers re 2016 planning
- 9) NEWBUSINESS
 - a) Addn'l Committee Appointments
 - i) LD Search Cmte
 - ii) Trustee Search Cmte
 - b) Volunteer/FOL Recognition event
- 10) Public comment
- 11) Adjournment
Next meeting date: April 12th, 4:00 PM Lower Level