

<b>Approved Minutes - Presque Isle Community Library - Board of Trustees</b>	
Meeting Category:	Regular Meeting
Date :	Tuesday September 20, 2016
Time :	4:00 pm
Location :	Lower Level Library Meeting Room
<b>All Approved Board minutes will be posted on the Presque Isle Community Library website at :</b> <a href="http://presqueisle.wislib.org/index.php/about-us/library-board-of-trustees/board-minutes">http://presqueisle.wislib.org/index.php/about-us/library-board-of-trustees/board-minutes</a>	

- 1) Call to Order: Bob Berdan – 4:02 pm
- 2) Roll Call of Members / Introduction of Visitors
  - a) Board members present: Adam Johnson (AJ) Brenda Schuppe (BDS), Bob Berdan (RJB), Carol Stone (CS), Jackie Bassett (JB), & Mike Czarny (MC). Also present, Library Director Pam Eschenbauch (PE). Absent: Christine Wallace (CW) (excused)
  - b) Visitors: None
- 3) Agenda approval/modification: Approved as is: MC – motion / JB - 2<sup>nd</sup>. Unanimous vote.
- 4) Approval of Minutes - (August 9, 2016 ): Approved as amended (item 5a, 7biii, and 8b): BDS – motion / CS - 2<sup>nd</sup>. Unanimous vote.
- 5) Treasurer's report
  - a) Action on bills to be paid: Bills in the amount of \$3490.81 approved. MC motion / BDS - 2<sup>nd</sup>. Unanimous vote.
  - b) Budget Planning Update – CS has everything ready to go. 2017 projected increase maybe ~2-3%. Deadline - 1<sup>st</sup> week Oct to town.
- 6) Library Director's Report / NWLS & Merlin Reports
  - a) Memory Café – Several area libraries have received a grant to include a Memory café, PICL may be asked to join in (details TBD).
  - b) eRate – Still a work in progress at NWLS. NWLS CIPA software cost projected at \$4000 / yr. Payback definition for LAN costs and computers still requires definition from NWLS in 2017.
  - c) Northwood's Bookfest – Good attendance. Next author hosted by Pam at PICL & FOL (potluck, desserts) 9/29/2016 (6:30pm).
  - d) Downstairs AV – Ty conducted troubleshooting program on 9/20. Installed document camera. Resolved sound issues. Upgraded WIFI in basement. Ty to deliver estimate for on-line troubleshooting. New instructions to be developed by PE. Cabinets will be locked.
  - e) Summer reading program – Successful, but low numbers.
- 7) Committee Reports & FOL Update
  - a) LD Search Cmte: Search process stopped. 7-candidates applied. 6-interviewed. BDS reviewed interview process.
  - b) Policy Cmte: Handover of policy process, edocs, and spreadsheet listing to Library Director by MC.
  - c) FOL: FOL appreciated Board thank you. Membership appeal targeted for Dec. FOL requested: involvement in Library Director change over plan, a letter from new Lib Dir, new ideas for fundraising, thoughts for book sale.
- 8) OLD BUSINESS:
  - a) Lower Level AV update: doc camera, laser pointer, use instns, podium cover. (see notes 6d.)
  - b) Circulation Policy: Expiry date 1 yr (new) / 3 yr (renewal) – Approved - BDS motion / JB 2<sup>nd</sup> - Unanimous
  - c) Friends of the Library Policy: Approved as amended (oversight) – MC motion / CS 2<sup>nd</sup> - Unanimous
- 9) NEW BUSINESS
  - a) LD Search Cmte update (move to closed session per Wisconsin Statutes 19.85 (1)(c)) to discuss a replacement Library Director contract offer.
  - b) Confirm Budget Committee: Pres appoints Bob Berdan, Carol Stone, Mike Czarny, & Pam Eschenbauch. To convene ASAP. BDS - approved recommendation / JB - 2<sup>nd</sup>
  - c) Confirm Board Vacancy Committee.: Advertise for 1 person. RJB to post with Lorine. Timing: Position approved by PICL board – Nov. To town for approval in Dec
  - d) PI Chamber Calendar of Events, 2017. Chamber is very interested to insure new Lib Director is comfortable with Chamber events – Country Fair, Xmas event, Art camp, story time.
- 10) Public comment: JB announced artwork for library lined up to May 2017. (Nice effort !)
- 11) Adjournment : 6:15 JB motion / CS 2<sup>nd</sup> - Unanimous

**Next regular meeting date: October 11, 4:00 PM Lower Level**

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

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  - a) Memory Cafe
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