

**Minutes of the  
Meeting of the Chippewa Falls Public Library Board of Trustees  
March 18, 2013**

Meeting on March 13 2013 cancelled due to lack of quorum.

Members Present: Nebelsiek, Peterson, Russell

Members Absent: Hicks; Hoekstra; Miller

Others Present: Director Virginia Roberts, Confidential Administrative Assistant Amanda Zuege

The meeting was rescheduled for March 18, 2013.

**1. Call to Order**

Meeting was called to order by President Stacey Miller at 5:30 PM.

**2. Roll Call of Members**

Members Present: Hoekstra; Miller; Peterson; Russell

Members Absent: Hicks; Nebelsiek, Rasmus

Others Present: Director Virginia Roberts; Confidential Administrative Assistant Amanda Zuege

**3. Approval of Agenda**

Motion by Russell, seconded by Peterson to approve the agenda. All present voting Aye. Motion carried.

**4. Disposition of Minutes of Regular Meeting of February 18, 2013 Board Meeting**

Motion by Hoekstra, seconded by Russell to approve the minutes of the regular meeting of the library board held February 18, 2013. All present voting Aye. Motion carried.

**5. Disposition of the Vouchers to be Paid from the 2013 Budget on March 20, 2013**

Motion by Peterson, seconded by Hoekstra to approve payment of March vouchers from the 2012 budget. All present voting Aye. Motion carried.

**6. Public Appearances**

None

**7. Correspondence**

None

**8. Management Report**

The door counter has been fixed. The computers were upgraded and the internet connection should be better. The MORE Directors meeting was cancelled on Friday. Director Roberts will be in LE Phillips on Wednesday for the Public Library Association Webcast. The library needs our current phone line from PerMar running due to our new fax machine at the Reference department.

**9. Committee Reports**

None

**10. Current Business**

a) Lobby Remodel

Some idea's that were brought up were changing the color and moving/replacing a bulletin board. The restrooms could also use some updates.

b) Additions or changes to Chippewa Falls Public Library first draft Strategic Long-Range Plan 2013-18 Section 3

A motion by Hoekstra, seconded by Russell to move this agenda item to the April board meeting. All present voting Aye. Motion carried.

c) Technology Planning Meeting 2/27/2013

After some property is sold, the library will be receiving some of this money for PC software and some carpeting. A technology plan will be put together for replacing the libraries computers.

d) Friends of Library Purchases - how to place through Budget

The Friends of the Library need an account through the city records so the library can track this money in the budget and the DPI Annual report.

e) Security Surveys

The Fire inspectors will talk to staff about emergencies that could happen at the library and what the roles of the staff should be during these events. A keypad on the back door of the library would be helpful to ensure that unwanted people do not come in the back door of the library.

f) Election: new fiscal secretary

Motion by Russell, seconded by Miller for Hoekstra to be the Fiscal Secretary. All present voting Aye. Motion carried.

#### 11. Announcements

None

#### 12. Items for future consideration

a) Additions or changes to Chippewa Falls Public Library first draft Strategic Long-Range Plan 2013-18 Sections 1, 2, 4, and 5

b) Check-outable iPads

c) Revised Cell Phone Policy

d) Behavior policy

e) Keypad on back door

#### 13. Adjournment

Motion by Hoekstra, seconded by Peterson to adjourn. All present voting Aye. Motion carried.

Meeting adjourned at 6:02 PM.

Respectfully Submitted,

Amanda Zuege, Confidential Administrative Assistant