

**Minutes of the
Meeting of the Chippewa Falls Public Library Board of Trustees
June 12, 2013**

1. Call to Order

Meeting was called to order by President Stacey Miller at 5:16 P.M.

2. Roll Call of Members

Members Present: Hicks, Miller, Russell, Hoekstra, King, Ambelang, Rasmus

Others Present: Director Virginia Roberts; Confidential Administrative Assistant Deb Braden

3. Approval of Agenda

Motion Hoekstra, seconded by Hick to approve the agenda. All present voting Aye. Motion carried.

4. Disposition of Minutes of Regular Meeting of May 15, 2013 Board Meeting

Motion by Russell, seconded by Rasmus to approve the minutes of the regular meeting of the library board held May 15, 2013. All present voting Aye. Motion carried.

5. Additional disposition of the vouchers paid from the 2013 budget after May 23, 2013.

6. Disposition of the vouchers to be paid from the 2013 budget after June 20, 2013.

Motion by Hoekstra, seconded by Russell to approve payment of both vouchers paid from the 2013 budget for after May 23, 2013 and vouchers after June 20, 2013. All present voting Aye. Motion carried.

7. Public Appearances

None

8. Correspondence

A request from patron (EG) requesting forgiveness of fines. She had written a letter last year to the library about circumstances that occur due to a family emergency in which books were not returned on time. No one recalled receiving letter but this was in the time frame when a new director was in the process of being hired. Virginia will pursue this request further.

9. Management Report

The management report was presented. The Library is busy as usual. We are up 2% over last year. Virginia has attended an interesting meeting on social media and has been requested to write an opinion column for the newspaper.

a) Committee reports

none

10. Closed Session under WI Statutes 19.85(1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. " to

a) 2013 Wages

Motion made by Russell, seconded by Hoekstra to move to closed session. Roll call vote taken. All voting aye. Motion carried.

Returned to open session motion made by Hoekstra, seconded by Hicks.

11. Current Business

a) Election of officers

Miller nominated Bob Hoekstra for President. Motion made to close nominations by King, seconded by Russell. All voting Aye. Motion carried.

Hoekstra nominated Barb Rasmus for Vice-President. Motion made to close nominations by King, seconded by Hoekstra. All voting Aye. Motion carried.

Hoekstra nominated Mary Ann King for Financial Secretary. Motion made to close nominations by Hoekstra, seconded by Russell. All voting Aye. Motion carried.

b) County IT WiFi proposal

The disclaimer was added to the proposal. This will make the WiFi in the library faster and more powerful. Extra money was given to the library to be able to do this upgrade. This access will be done as soon as possible. Andy from the city takes care of the line in case of problems this also includes on weekends. Motion made by Rasmus, seconded by King to accept the County's IT WiFi proposal. All voting Aye. Motion carried.

c) Library Technology Plan

We already have two committee members from the library staff would like two members from the Trustees. Ambelang and Hick will join the Technology committee also. They will meet to update the technology plan which will be added to the strategy plan.

d) Bomb Threat Review

The policy has been updated per police department. We will be having training for the library staff sometime in the fall with the help of the police department. Just a few changes, Staff will be on the corner and the patrons will be in the parking lot. Motion made by Russell, seconded by Hoekstra to update the Bomb Threat policy. All voting Aye. Motion carried.

e) Carpet estimates revisited.

Need to get new estimates for the carpeting. We have one estimate from a firm that deals with moving library books. We will get an estimate from a local firm. We have a budget of about \$60,000 for the entire project. Virginia will check to see if we have to send out for bids for the project. Miller suggested having a committee handle carpet selection and details.

f) Committees

Committees were reviewed and adjusted. (see listing)

12. Announcements

a) New board member handbooks will be put together and distributed. Rasmus needs a handbook also.

b) The library calendar will be updated.

c) Act 150 review is next month.

d) The meeting date will remain the same the Wednesday before the 2nd City Council meeting. Starting time is changing to 5:00 p.m. A new schedule of the specific dates will be sent out.

13. Items for future consideration

King mentioned that we should consider cleaning up the outside front of the library as a future issue. Also we are still considering changes to the foray.

14. Adjournment

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

Meeting adjourned at 6:30 PM.

Respectfully Submitted,
Deb Braden, Confidential Administrative Assistant