

**Minutes of the
Meeting of the Chippewa Falls Public Library Board of Trustees
October 9, 2013**

1. Call to Order

Meeting was called to order by President Bob Hoekstra at 5:00 P.M.

2. Roll Call of Members

Members Present: Ambelang, Hoekstra, King, Rasmus left at 5:30 p.m., Russell.

Absent: Hicks, Miller

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

3. Approval of Agenda

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

4. Disposition of Minutes of Regular Meeting of September 11, 2013 Board Meeting

Motion by Russell to approve the minutes of the regular meeting of the library board held September 11, 2013, seconded by Rasmus. All present voting Aye. Motion carried.

5. Disposition of the vouchers to be paid from the 2013 budget after October 15, 2013.

Motion by Russell seconded by King to approve payment of vouchers paid from the 2013 budget for after October 15, 2013. All present voting Aye. Motion carried.

6. Public Appearances

None

7. Correspondence

Thank you from staff member Carol Sundell for the card sent to her from the Library Trustees on the death of her father. Russell attended the Trustee Meeting and presented a handout that she received at the meeting and would like to share with the others on the board. Virginia will duplicate the handout for the other members. It was also expressed that they would like to check into what happens to the left over budget from the library. This will be researched for another meeting.

8. Management Report

The management report was presented. The work on the library has progressed faster than anticipated. We have completed the two weeks of work into one and half weeks. The community service workers did an excellent job. King will send them a thank you for their help.

a) Committee Reports-Technology Meeting

The Tech Committee has made a recommendation that we purchase 20 computers, replacing all public use computers in the Adult Services side, and office computers for reference, children's and circulation. and that the software also be upgraded to Windows 7 for those computers that do not have it and Office 2013, as well as security licenses. Motion made by King to approve the recommendation of the Tech Committee, seconded by Russell. All present voting Aye. Motion carried.

9. 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 discuss wages:

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

Returned to open session motion made by King, seconded by Russell. All voting Aye. Motion carried.
Motion made by King, seconded by Ambelang to give a 1/2% pay increase retroactive to July 2013 to represented employees. All present voting Aye. Motion carried.

10. Current Business

1) Budget Considerations 2013.

Due to increase costs in office supplies would like to recommend that we move money from printing and programming into office supplies. Would also like to move money from programming into professional services. Motion made by King, seconded by Rasmus to move \$500 from programming to professional services. All present voting Aye. Motion carried.

Motion made by Rasmus, seconded by King, to move \$550 from printing and \$500 from programming into office supplies. All present voting Aye. Motion carried.

2) HVAC fan proposal.

Proposal for replacement of a roof exhaust fan utilized for relief of building pressure. Proposal is for \$2455 which includes material and labor. This would be paid from the budget for building maintenance. Motion made by Russell and seconded by Ambelang to approve the replacement of the roof exhaust according to the proposal. All present voting Aye. Motion carried.

3) Security Camera proposal.

Proposal to expand the library's camera system. The price included parts, installation, and programming. Motion made by Russell, seconded by King to accept the proposal to add additional cameras to the Library's system. All present voting Aye. Motion carried.

4) Group photography of board members for website

Tabled due to missing members.

11.. Announcements

None

12. Items for future considerations.

Look into left over budget being rolled into next years Library budget per John Thompson at IFLS.
Talking about Page salaries and a Floating Holiday for fulltime staff.

13. Adjournment.

Motion by King, seconded by Ambelang to adjourn. All present voting Aye. Motion carried.
Meeting adjourned at 5:35 p.m.

Respectfully Submitted,
Deb Braden, Confidential Administrative Assistant