

**Minutes of the
Meeting of the Chippewa Falls Public Library Board of Trustees
November 15, 2017**

1. Call to Order

Meeting was called to order by Board President Sarah Jones at 5:00 p.m.

2. Roll Call of Members

Members Present: Ambelang, Hoekstra, Jones, King, Newton, Pamperin, Rasmus

Others Present: Director Joe Niese; Confidential Administrative Assistant Deb Braden

3. Approval of Agenda

Motion by Hoekstra seconded by Ambelang to approve the agenda as amended. All present Voting Aye. Motion carried.

4. Disposition of the minutes of the regular meeting of October 11, 2017.

Motion made by King seconded by Hoekstra to approve the minutes of the regular meeting of October 11, 2017 as corrected. All present Voting Aye. Motion carried.

5. Disposition of the vouchers to be paid from the 2017 budget after November 21, 2017.

Motion made by Ambelang seconded by King to approve payment of the vouchers to be paid from the 2017 budget after November 21, 2017. Roll call Vote take. Aye – Ambelang, Hoekstra, Jones, King, Newton, Pamperin, Rasmus. All present Voting Aye. Motion carried.

6. Public appearances by citizens.

Library Science Student Christine Hill was presented to listen to the meeting.

7. Correspondence

A thank you from Chad Lewis after his presentation in October. The Community Foundation Report was also shared with the Board of Trustees.

8. Management report

Director Niese presented the Management Report. He talked about highlights from the report. The Library has submitted a Science Kits for Libraries Grant with the Children's Department and Young Adults Department working together on the application. The Children's Department is working on a Read Off for Fines promotion to help the children have a fresh start in the New Year.

9. Committee reports

a) None

10. Current Business

a) **Strategic Planning**

Information is available from the Webinar Director Niese participated in earlier. The plan is to take staff input along with a community survey about Library needs. The Board will meet later to work on the plan.

b) **Approve 2018 Budget**

Motion made by Hoekstra, second by King to approve the 2018 budget as presented. Roll call Vote take. Aye – Ambelang, Hoekstra, Jones, King, Newton, Pamperin, Rasmus. All present Voting Aye. Motion carried

c) Dedication of Meeting Room

Director Niese showed the picture of Virginia O. Smith and the donated plaque for the room. It was suggested to have the dedication done in January. Director Niese will contact the family about the date for the dedication and reception afterwards.

d) Honorariums for two volunteers

After discussion Board decided to let the Friends of the Library handle the recognition of all volunteers.

11. Announcements

- a) None

12. Items for future consideration.

- a) Building Operations Manual.
- b) Library Strategic Long-Range Plan – Old Library Strategic Plan will be emailed out to all Board of Trustee Members for work in January. Plans to look at yearly after the five year review.
- c) Staff raises will be voted on next month..

13. Adjournment

Motion made to adjourn by Hoekstra seconded by Pamperin. All present Voting Aye. Motion carried. Meeting adjourned at 6:00 p.m.

Respectfully Submitted,
Deb Braden, Confidential Administrative Assistant