

**Minutes of the
Meeting of the Chippewa Falls Public Library Board of Trustees
February 14, 2018**

1. Call to Order

Meeting was called to order by Board President Sarah Jones at 5:04 p.m.

2. Roll Call of Members

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

Members Absent: Pamperin, Rasmus

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

3. Approval of Agenda

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

4. Disposition of the minutes of the regular meeting of January 10, 2018.

Motion made by Ambelang seconded by Hoekstra to approve the minutes of the regular meeting of January 10, 2018. All present Voting Aye. Motion carried.

5 Disposition of the vouchers to be paid from the 2017 budget after February 20, 2018.

Motion made by Ambelang seconded by King to approve payment of the vouchers to be paid from the 2017 budget after February 20, 2018. Roll call Vote take. Aye – Ambelang, Hoekstra, Jones, King, Newton. All present Voting Aye. Motion carried.

6. Disposition of the vouchers to be paid from the 2018 budget after February 20, 2018.

Motion made by Hoekstra seconded by Ambelang to approve payment of the vouchers to be paid from the 2018 budget after February 20, 2018. Roll call Vote take. Aye – Ambelang, Hoekstra, Jones, King, Newton. All present Voting Aye. Motion carried.

7. Public appearances by citizens.

None

8. Correspondence

Thank you from Inga Witscher from Around the Farm Table.

9. Management report

Director Niese presented the Management Report. He talked about highlights from the report. The Mini-golf event Mr. Rogers Neighborhood will be held this weekend. A number of honor students from Chippewa Falls High School will be helping with the event.

10. Committee reports

a) Approval of the minutes of the Strategic Long Range Plan Meeting of January 31, 2018.

Motion made by Hoekstra, seconded by Ambelang to approve the minutes of the Strategic Long Range Plan Meeting of January 31, 2018. All present Voting Aye. Motion carried.

11. Current Business

a) Banned Patron

A minor boy had been banned from the Library for six months due to numerous incidents in the Library. A letter was sent to his parents.

b) Data Breach Update

We received an update on the Data Breach that occurred last year. No "personal information" as defined in state statute was improperly accessed, and it is unlikely that any information was involved in the breach.

c) Third page hire

Motion made by Newton, seconded by King to hire a third page with no change to hours of employment or budget. All present Voting Aye. Motion carried.

d) Building Operations Manual Approval

Motion made by Hoekstra, seconded by Ambelang to approve the Building Operations Manual as presented. All present Voting Aye. Motion carried.

e) Community Foundation Reinvested

Director Niese shared that the amount allowed for withdrawal was reinvested into the Community Foundation fund per board directive last year.

d) Fine Study

Director Niese shared the statistics about the fines collected at the Library. He shared that a number of Libraries have gone fine free with some exceptions. The Board of Trustees have decided to take a wait and see directive. Will revisit this again in August when Eau Claire has more data on how it is working at their Library.

12. Announcements

a) Tom Pamperin is stepping down from the Library Board of Trustees due to a new job outside the Country. Director Niese will seek a replacement.

13. Items for future consideration.

a) Update position descriptions

b) Closing policy

Director Niese handed out what a couple of libraries do about closing.

c) Annual report

14. Adjournment

Motion made to adjourn by Ambelang seconded by King. All present Voting Aye. Motion carried. Meeting adjourned at 5:42 p.m.

Respectfully Submitted,
Deb Braden, Confidential Administrative Assistant