

MUKWONAGO COMMUNITY LIBRARY BOARD MEETING  
LIBRARY COMMUNITY ROOM  
511 DIVISION STREET, MUKWONAGO, WISCONSIN 53149  
THURSDAY JUNE 16TH, 2016  
MINUTES

1. REGULAR ORDER OF BUSINESS:

1. 1 Call to order: Meeting was called to order at 7:01pm.

PRESENT:

Howard Pringle	Mark Penzkover
Diane Magolan	Sandy Kaufman
Donna Whalen	Kelly Whittier
Jerry Gasser	Nick Reichoff
Kathleen Usarek	Jim Bodendorfer
Deb Calvey	Terry Zignego

2. Approve Minutes: With future regular meetings, Sandy will type up the minutes and will forward them to Cathryn for proof reading. Roll call will be added for closed session meetings. Personnel and finance committees will approve their minutes and submit them to the board.

3. Directors Report: So far approximately 160 adults have registered for the summer reading program. We will have a table at the Farmers Market the last Wednesday of June and July from 2 until 6 pm. Aptar invited employees to donate \$20 for "jean day" for a month and raised \$610. This donation will be used to fund two children's entertainers.

4. Audit/Approve Monthly Expenses: The Attorney bill in the amount of \$123.75, for reviewing the Gollmar Trust on 4/27/16 was questioned as to whether it was paid twice, per Cathryn we just received this invoice from the Village Hall. Howard motioned to approve the monthly expenses. Mark seconded the motion. Motion carried.

5. Old Business:

Hearing Loop update: Metro sound in New Berlin suggested we include the Hideout as well as the large meeting room. We previously had a quote from them a few years ago of \$5400. They will submit a new quote for the next meeting.

Landscaping update: Two landscapers came out to submit bids. No bids have been received yet, but both companies talked about adding drain tile. It was mentioned that we should eliminate the sidewalk gardens, however Kathleen said there are a few people not happy with that idea.

Website update: Deb made a suggestion to change the prime spot on the front page to a scrolling type of set up. We also need to add a tab for minutes and agendas so they will be easier to find, along with a "one click" tab to login to Café. Craig will be looking into setting up board emails. It is noted that this will be a good and vast improvement.

6. Action Items: The Policy and Finance Committees will write and present new policies at the next meeting. Mark made a motion to approve the Meeting Room Policy as revised. Diane seconded the motion. Motion carried.

We will need to develop a policy for gifts and donations, this should be handled by the Finance committee.

Jim Spoke with WCCF about the Gollmar Fund, and they will set up a separate fund for this purpose.

Terry has recommended a decrease in fees for faxing, to 50 cents a page with a limit of \$5.00. In the Circulation Policy we currently charge \$1 per page with no maximum charge. Howard made a motion to approve. Kelly seconded. Motion carried.

7. Donna made a motion to adjourn. Diane seconded. Motion carried. Meeting adjourned at 8:15pm.

Next meeting: July 21<sup>st</sup> 2016

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the Municipality may be in attendance at the above state meeting to gather information. No action will be taken By any governmental body at the above stated meeting other than the governmental body specifically referred to in the notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Laura Frisch, 511 Division Street, (262) 363-6411.