

MUKWONAGO COMMUNITY LIBRARY BOARD MEETING
LIBRARY COMMUNITY ROOM
511 DIVISION STREET, MUKWONAGO, WISCONSIN 53149
THURSDAY JULY 21st, 2016
MINUTES

1.0 REGULAR ORDER OF BUSINESS

1.1 Call to order/roll call: President Deb Calvey called the meeting to order at 7:00pm

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

2.0 Approve Minutes

2.1 A motion was made by D. Whalen to approve minutes from May 19th 2016 meeting. D. Magolan seconded, J. Bodendorfer abstained. Minutes approved.

A Motion was made by D. Whalen to approve minutes from June 16th meeting. D. Magolan seconded. Minutes approved.

3.0 Comments from the Public - NONE

4.0 Committee Reports

4.1 Finance Committee

Meeting was held July 13th 2016. H. Pringle will adjust the policy to reflect changes discussed. A motion was made by D. Whalen to accept the new Finance policy and procedure. D. Magolan seconded. New policy and procedure approved.

4.2 Personnel Committee

Meeting was held July 18th 2016. Questions were presented for interviews, which are scheduled for the first week in August. A special meeting was set for July 25th 2016 to review/approve job description and appoint a nominating committee.

4.3 Policy Committee

A review was done of second draft that H. Pringle sent out. K. Usarek commented, the wording should be changed for the posting of Minutes/Agendas to, they must be visible and appropriately displayed, H.Pringle will make the changes. D. Whalen moved for approval with changes discussed. Kathleen seconded. Motion carried.

4.4 Buildings and Grounds Committee

T. Zignego proposed two quotes on the Hearing Loop and recommended Hear Here which was the lower of the two quotes by approx. \$1500.00, with a total cost approx. \$8500.00.

Staff member Laura Frisch and Ron Bittner from DPW took responsibility for looking at bids for the landscaping improvements and comparing them. Seasonal Services was the recommended company. T. Zignego will ask them and Ron and to join us at the next meeting to go over the plans and explain them. D. Whalen moved that we wait to make a decision until the next meeting. M. Penzcover seconded. Motion carried.

5.0 New Business

A request was made for extended library hours during Midnight Magic on Saturday December 3, 2016. The Friends would like to hold the Cookie Sale until 5:30pm and asked that the lobby remain open for access to restrooms and the Community Room. There will be one staff member on duty to lock up after the event. M. Penzcover motioned to approve. H. Pringle seconded. Motion carried.

Next meeting Aug. 18th 2016 at 7:00 pm

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