

Mukwonago Community Library Board March Meeting Minutes

Meeting Date: Wednesday, March 16th at 6:00 p.m.

Location: Mukwonago Community Library History Room

I. REGULAR ORDER OF BUSINESS

A. Call to Order - The meeting was called to order at 7:01 by President D. Calvey.

B. Roll Call and Introduction of Guests – Present were M. Penzkover, H. Pringle, J. Bodendorfer, D. Calvey, K. Usarek, N. Reichhoff, S. Kaufman, D. Whalen, D. Magolan joined via skype at 6:39, and Director A. Zimmermann.

C. Comments from the Public – None.

D. Approval of Minutes – J. Bodendorfer made a motion to approve the minutes from the Board of Trustees meeting on February 16th, 2017. H Pringle seconded. Motion carried with S. Kaufman abstaining.

E. Audit and Approval of Monthly Expenditures - Board members examined the monthly expenditures. H. Pringle made a motion to approve. M. Penzkover made a second. Motion carried.

II. REPORTS

A. Board President Remarks – D. Calvey did not have any at this time. Add to next months agenda the discussion of placement or removal of Board President Remarks.

B. Committee Reports – Finance, Building and Grounds and the Personnel Committee's did not meet. The Policy Committee held a meeting on March 2nd, 2017 and will meet again April 5th, 2017.

C. Board Member Remarks – K. Usarek mentioned she feels patron numbers are down due to the fact the importance of the meetings at this time last year. H. Pringle noted he attended and was impressed with the train exhibit.

D. Library Director Report - A. Zimmermann reported there is no live date for the credit card usage roll out, the Makerspace debuted last week, looking to start a Teen Counsel, there will be a March Madness raffle during the month of March, the in service training day went well overall and A. Zimmermann meet with the school librarians and had a meeting with the IT Academy team at the High School. The Friends of the Library held a Pi Day and raised \$142, they also asked for a "wish list", one item on the list will be new furniture for the teen area. We received the LSTA Mini Grant in the amount of \$500.

III. NEW BUSINESS – DISCUSSION / ACTION ITEMS

A. Bike Race June 10th 2017 – a motion was made by H. Pringle to close on the day of the race. M. Penzkover seconded. Motion carried.

B. H. Pringle commented on the Act 150 County Library Planning.

C. Amnesty Week – K. Usarek made a motion to approve "Food for Fines" during Amnesty week. S. Kaufman seconded. Motion carried.

D. Fire Arms Policy – D. Whalen motioned to pass the Fire Arms Policy to match what the Village uses. K. Usarek seconded. Motion carried with J. Bodendorfer and H. Pringle opposing.

E. Invoicing and Payment Procedures - revised to reflect new validation and signature steps. N. Reichhoff made a motion to approve new invoice and payment procedures as discussed. M. Penzkover seconded. Motion carried.

IV. CONFIRM NEXT MEETING DATE – The next meeting of the Board of Trustees will be held on April 20, 2017, at 6:00 pm at the Mukwonago Community Library.

V. ADJOURNMENT – H. Pringle made a motion to adjourn the meeting at 6:53 pm. D. Whalen seconded. Motion carried.