

**MINUTES OF THE MAY 15, 2018 OF THE
BARABOO PUBLIC LIBRARY BOARD OF TRUSTEES**

I. Call to order

A. Note compliance with Open Meeting Law

The meeting was called to order at 5:30 pm.

B. Roll call

Members present: J. Ellington, M. Grant, J. Gunnell, F. Hartmann, A. Kujawa, B. Stelling, L. Von Asten, J. Watts, D. Wernecke

Members absent: None

Others present: J. Bergin, C. Kipp, N. Rybarczyk, A. Szymanski

C. Approval of the Agenda

Motion to approve the agenda: L. Von Asten

Second: A. Kujawa

J. Bergin noted that B. Stelling approved the bills, not A. Kujawa as stated in the agenda. She also noted that the date for the circus parade was July 21, not July 2. M. Grant deferred item A under the Action Items until T. Pinion was in attendance.

Vote: Motion passed unanimously

D. Approval of the April 17, 2018 Library Board meeting minutes

Motion to approve the minutes: J. Ellington

Second: B. Stelling

J. Ellington had a correction for the minutes. He said that the bylaws recommend that board members should not serve more than 3 consecutive terms, not 2 terms as stated in the minutes under Board Member Comments.

Vote: Motion passed unanimously

II. Public Hearings/Appearances

None

III. Action items

A. The Library Board Chair will announce that the Library Board will go into Closed Session as per §19.85(1)(e), Wis. Stat., for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (review and possible action on a counter offer received from MSA Professional Services, Inc., for architectural services).

Motion by: J. Ellington

Second: L. Von Asten

Roll Call Vote: Motion passed unanimously

B. The Library Board Chair will announce that the Library Board will return to Open Session as per §19.85(2), Wis. Stat., to address any business that may be the result of discussions conducted in Closed Session.

Motion by: L. Von Asten

Second: J. Ellington

Roll Call Vote: Motion passed with F. Hartmann and D. Wernecke voting no.

Motion for MSA/Quinn Evans to be selected as the architectural firm for the Phase 1 design.

The final contract will come back for review by the board: A. Kujawa

Second: J. Ellington

Vote: Motion passed with F. Hartmann and D. Wernecke voting no

C. Proposal to hire a strategic planning consultant

J. Bergin presented a proposal for hiring a strategic planning consultant. She recommended hiring Bruce Smith through Wisconsin Library Service (WiLS). They charge about \$7,000-\$9,000 for a six month process.

Motion to hire a WiLS Strategic Planning consultant. A. Kujawa

Second: B. Stelling

J. Bergin said she will contact WiLS and get more details.

Vote: Motion passed unanimously

D. 2018 Art Inventory and deaccession plans

J. Bergin said the pieces marked in orange are not wanted anymore and she asked if the Library Board found it acceptable to sell those pieces. She said the next step would be to discuss with the Friends of the Library on how they would like to sell the artwork.

Motion to allow the Friends of the Library to take over the deaccession of art labeled in green and orange on the deaccession sheet: L. Von Asten

Second: A. Kujawa

Vote: Motion passed unanimously

E. Discuss annual calendar for Library Board

J. Bergin created a calendar for how the year could proceed. She suggested for the months that there was not much happening, the trustees could get some continuing education. M. Grant suggested to add the city processes such as planning for the budget.

Motion to approve using the annual calendar proposed by J. Bergin: J. Ellington

Second: B. Stelling

Vote: Motion passed unanimously

F. Discuss library closure during Circus Parade 7/21/2018

Motion to close the library on July 21, 2018 for the parade: D. Wernecke

Second: J. Gunnell

Vote: Motion passed unanimously

G. Bills: B. Stelling, Examiner

Motion to pay the bills: B. Stelling

Second: J. Ellington

Vote: Motion passed unanimously

IV. Informational items

A. Teen Advisory Board report

C. Kipp reported the Teen Advisory Board finished planning the summer reading program. There will be a tour of the radio station. P. Johnson will be visiting all of the 6th, 7th, and 8th grade English classes. There is no word on a new Teen Advisory Board representative.

B. Financial Summary

1. Revenue and donations report
The financial summary was reviewed.
2. Expenditure report
The expenditure report was reviewed.
3. Trust Fund report
The trust fund report was reviewed. J. Bergin will add a L. Stanek visit to the Library Board calendar based on when L. Stanek thinks it would be best.

C. Staff reports

L. Von Asten said that the skits for the summer reading program at the schools were wonderful.

D. Statistics

J. Bergin said she would like to start tracking Facebook interaction and will discuss it with the Leadership Team.

E. Friends report (including book sale results)

J. Bergin reported the preliminary amount earned at the book sale was \$3,326. It was a good May sale according to L. Nissley.

F. Correspondence

A card of thanks from Meg Allen was read.

V. Board Member Comments

J. Ellington highlighted that on May 29, the library will be hosting a Naloxone training session.

VI. Adjourn

Motion to adjourn: A. Kujawa

Second: J. Ellington

Vote: Motion passed unanimously

Meeting adjourned at 6:56 pm.