

EASTERN SHORES LIBRARY SYSTEM BOARD OF TRUSTEES MINUTES

Cedar Grove Public Library

February 23, 2015

Called to Order: 4:30 P.M.

Adjourn: 5:15 P.M.

PRESENT: Rob Nuernberg, presiding; Carol Baumann, Don Dohrwardt, Bill Goehring, Howard Hoppe, Jim Hughes, Henry Nelson, Steve Ruggieri, Sherry Speth, Nancy Szatkowski, and Elwood Wynveen. One vacancy

ABSENT: Matt Fuller, Harry Rollings, and Wendy Schobert

ALSO PRESENT: Amy Birtell, Director; Alison Ross, Trixine Tahtinen, PLAC Representative; Paula Siefert, Recording Secretary designate; Nicole Lynaugh, David Nimmer, and Martha Rosche

1. **Called to Order:** At 4:30 p.m. a quorum was present. Nuernberg called the meeting to order. The meeting was posted according to the open meeting law.

2. **Approval of Minutes:** Goehring moved to approve the January 26, 2015 board minutes. Seconded by Dohrwardt, motion carried by voice vote. Dohrwardt moved to add the board member check signing names to the January 26, 2015 minutes under #6. Ruggieri seconded motion carried by voice vote.

3. **Public Comment and Correspondence:** None

4. **Approval of Expenditures and Financial Report:** Hoppe reviewed expenditures February 2 to 23, 2015. Nelson moved to approve, seconded by Szatkowski, motion carried by voice vote. Hoppe reviewed the Operational Budget January 1 to February 23, 2015. Report filed.

5. **Committee Assignments:** Distributed

6. **Director's Report:**

Ozaukee County continues to discuss the Joint County Plan. Not sure when they will take a vote on the Plan.

COLAND/SRLAAW: The Strategic Vision for Libraries in the 21st Century Work Group and the LEAN Steering Group with COLAND feel it is too late to submit any information to the Governor and the Finance Committee. They do not have any plans to go forward with the reports.

Annual Report: A filing extension has been requested.

Delivery Truck: The back cargo door spring broke and the door cannot be used. The truck will be off the road for two weeks for repair, a U-Haul truck has been rented.

7. **PLAC Representative Report:** Tahtinen reported on the February 17 SLAC meeting. Librarians were concerned about the lack of input they had for the ESLS IT Specialist job description. Board members Nelson, Nuernberg, and Szatkowski attended the SLAC meeting. They explained that IT specialists that worked on creating the job description. There was a need to move forward and hire for that position.

8. **Contracts Committee Report:** Within in the ESLS/MCLS Wide Area Network and Internet Services 2015 Agreement, Automation Librarian will be replaced with IT Specialist. Ruggieri moved to approve the ESLS/MCLS Wide Area Network and Internet Services 2015 Agreement. Seconded by Szatkowski, motion carried by voice vote.

9. **Human Resources and Budget Committees Report:** The HR and Budget committees met to discuss the IT Specialists salary and benefits. Nelson moved to approve the IT Specialists job description be posted on February 18 with the salary of \$52,000. Baumann seconded the motion, carried by voice vote.

10. **Staff Reports:** Ross presented the report "Polaris/iii Tasks Done." These are the items that librarians identified as work orders that have been outstanding and current items that need to be completed. Ross has been working directly with Polaris/iii support staff.

11. **Adjourn:** At 5:15 p.m. Wynveen moved to adjourn. Seconded by Szatkowski, motion carried by voice vote.