

## EASTERN SHORES LIBRARY SYSTEM BOARD OF TRUSTEES MINUTES

U.S.S. Liberty Memorial Public Library, Grafton

**August 31, 2015**

**Called to Order: 4:35 P.M.**

**Adjourn: 6:00 P.M.**

**PRESENT:** Rob Nuernberg, presiding, Carol Baumann, Don Dohrwardt, Matt Fuller, Bill Goehring, Howard Hoppe, Jim Hughes, Henry Nelson, Harry Rollings, Steve Ruggieri, Wendy Schobert, Nancy Szatkowski, and Elwood Wynveen. One vacancy

**ABSENT:** Sherry Speth

**ALSO PRESENT:** Amy Birtell, Director; Alison Ross, John Hanson, and Paula Siefert, Recording Secretary designate

1. **Called to Order:** At 4:35 p.m. a quorum was present. The meeting was posted according to the open meeting law.

2. **Approval of Minutes:** Goehring moved to approve the July 27, 2015 Board meeting minutes. Seconded by Szatkowski, motion carried by voice vote.

3. **Public Comment and Correspondence:** Thank you to John Hanson, Director, for hosting our board meeting.

4. **Approval of Expenditures and Financial Report:** Hoppe reviewed the expenditures. Nelson moved to approve the expenditures of August 13 and 27, 2015. Dohrwardt seconded, motion carried by voice vote. Hoppe reviewed the Budget vs Actual January through August 2015. Report filed.

5. **Budget Transfers for Delivery Vehicle:** Wynveen moved to approve the Budget transfer of \$10,241.69 for the delivery service. \$2,586.25 from Vehicle Reserve to Account 505.16 Professional Services and \$7,655.44 form Vehicle Reserve to Account 505.19 Vehicle Maintenance. Dohrwardt seconded the motion, motion carried by voice vote.

6. **2016 LSTA Grant Applications:** Hearing Loops - Looping the Library, Competitive Grant, Level 1, \$7,310. This grant is for installing hearing loop systems in two ESLS libraries, Mead Public Library, Sheboygan and U.S.S. Liberty Memorial Public Library, Grafton. The second LSTA Grant is a Non-competitive Grant for Wide-Area Network, \$11,100. The State determines the amount of money ESLS will receive for this grant. This grant will provide funding towards our network services and member libraries' TEACH line to the BadgerNet WAN. Rollings moved to approve both LSTA grants, seconded by Szatkowski. Motion carried by voice vote.

7. **Delivery Truck Recommendation and Resolution for Borrowing:** Trustees received the "Guest Proposal" from Bob Fish Buick, GMC Inc. The truck will also be wrapped. Nuernberg presented the State of Wisconsin Board of Commissioners of Public Lands application for State Trust Fund Loan and Resolution. Hoppe moved to borrow up to \$50,500 at 3% for five years. Seconded by Nelson. Nuernberg called for a voice vote. Voice vote unanimously passed.

8. **2016 Budget Presentation:** Birtell provided a PowerPoint presentation on the format of the budget.

9. **Contracts:**

- a. MCLS/ESLS Agreement: has not been approved at this time.
- b. Network Use Agreement: The PLAC/SLAC has created an adhoc group to review the Agreement.
- c. Bookmobile Update: Birtell had a meeting with the Bookmobile Consultant. The Consultant will be providing Draft #4. Counties to borrow the remainder of the bookmobile money needed for a new vehicle.

10. **2016 Bylaws:** Please send ideas and changes to Nuernberg. This will be discussed again at the September board meeting.

11. **Designation of Alternates as PLAC/SLAC Liaison:** If the Vice President cannot attend the PLAC/SLAC meetings, Szatkowski will be one alternate and Hoppe will be the other. Ruggieri moved to approve the Alternates as PLAC/SLAC liaisons. Fuller seconded the motion. Motion carried by voice vote.

At 5:30 Baumann left

12. **Director's Report:**

- a. Trustees received the 2016 Public Library System Plan. With the 2016 budget not being finalized this will be put on the September agenda.
- b. ESLS Board membership and expiration of terms - With changes in the Joint County Planning document as terms expire, your replacement maybe for a participating library board position.

13. **PLAC Representative Report:** In Tahtinen's absence, the combined PLAC/SLAC meeting information was reported on by staff and Szatkowski.

14. **Staff Reports:** Ross reported that a SLAC subcommittee has been formed to discuss circulation related topics. At their first meeting they discussed and tested the new features available with the Polaris upgrade. Cataloging stats and Polaris Tasks were also distributed. Potter submitted a Bookmobile service report and the new fall schedule.

15. **Adjourn:** At 6:00 p.m. Ruggieri moved to adjourn. Seconded by Fuller, motion carried by voice vote.