

## EASTERN SHORES LIBRARY SYSTEM BOARD OF TRUSTEES MINUTES

Eastern Shores Library System Office

**April 28, 2014**

**Called to Order: 4:30 p.m.**

**Adjourn: 6:46 p.m.**

**PRESENT:** Rob Nuernberg, presiding; Carol Baumann, Don Dohrwardt, Matthew Fuller, Bill Goehring, Jim Hughes, Henry Nelson, Dale Robson, Harry Rollings, Steve Ruggieri, Sherry Speth, Nancy Szatkowski, and Elwood Wynveen

**ABSENT:** Linda Bosman and Howard Hoppe

**ALSO PRESENT:** David Weinhold, Interim Director; Paul Onufrak, Automation Librarian; Alison Ross, Cataloging and Interlibrary Loan Librarian; Linda Bendix, PLAC Advisor; Paula Siefert, Youth Services/Special Needs and Recording Secretary designate.

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. **Introduction of New Board Member:** Matthew Fuller, Town of Belgium, Member-at-Large, non-librariated area.

3. **Approval of Minutes:** Dohrwardt moved to approve the Minutes of the February 24, 2014 meeting. Seconded by Wynveen, motion carried by voice vote.

4. **2013 Public Library System Audit Report:** Bryan Grunewald, Schenck CPA, reviewed the 2013 ESLS Audit Report.

5. **Expenditures and Financial Report:** Siefert reviewed the expenditures of March 11 through May 1, 2013. Dohrwardt moved to approve the expenditures as presented. Seconded by Rollings, motion carried by voice vote. Siefert reviewed the Operational Budget - Spent vs Budget January 1 through April 28, 2014. Report filed.

4. **Public Comment and Correspondence:** Nicole Lynaugh, Director Cedar Grove Public Library and Trixine Tahtinen, Director Oostburg Public Library Director spoke about ESLS providing effective library system services.

5. **PLAC Representative Report:** Bendix reviewed the combined PLAC/SLAC meeting on April 22, 2014. ESLS librarians suggested to the ESLS board the following to hire a new ESLS director: increase base salary and employ a recruiting firm. Bendix also reviewed the discussion on filing holds requests - first in first out verses local holds first. Librarians voted and they will continue the first in first out method.

6. **Library System Director Search:** A meeting of the Selection Committee will be called to discuss the search.

7. **Joint County Library Planning Committee:** Weinhold reviewed the April 14, 2014 meeting. Meetings are the second Monday from 5 to 7 p.m. and will be held at the libraries. Steve Ruggieri is the chair and Betty McCartney is the PLAC representative.

8. **2014 Library System Budget Revisions:** Baumann moved to approve the budget revisions as presented. Seconded by Szatkowski, motion carried by voice vote.

9. **Library System Effectiveness Statements:** Trustees received copies of the 2013 Annual Report Public Library System Effectiveness statements from the member libraries. Nuernberg drafted a letter to the Oscar Grady Public Library concerning the accuracy of their system effectiveness report. Szatkowski moved to send the letter to the Oscar Grady Public Library with the statement to open the lines of communication. Baumann called the question, Wynveen amended the motion to include a letter to the Frank L. Weyenberg Library addressing their concerns. Motion seconded by Goehring, amended motion carried by voice vote. It was the consensus of the board to forward the letters to the Department of Public Instruction staff.

10. **Staff Reports:** Staff reports oral and/or written were presented.

11. **Next meeting** will be July 28, 2014.

12. **Convene in Closed Session per Wis. Stat. 19.85(1)(c):** Motion by Ruggieri, seconded by Szatkowski to convene in closed Session per Wis. Stat. 19.85(1)(c). Considering employment, promotion, compensation of performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of selecting a candidate for Library System Director. Motion carried by roll call vote.

13. **Reconvene in Open Session:** Motion by Dohrwardt, seconded by Szatkowski, to go into Open Session. Motion carried unanimously. Dohrwardt moved, seconded by Hughes to continue the month-to-month contract with David Weinhold Consulting, LLC at the same compensation of \$7,450 per month and the 60 day notice by either party to terminate the contract. Motion carried on voice vote.

14. **Adjourn:** At 6:46 p.m. Szatkowski move to adjourn. Seconded by Robson, motion carried by voice vote.