

WATERFORD LIBRARY BOARD OF TRUSTEES
OFFICIAL MEETING MINUTES
June 12, 2018

Call to Order: The meeting was called to order by President Bray at 4:32 p.m. in the History Room. Library Board Trustees present were Vice President Norante, Treasurer Romanak, Secretary Datka, Trustees Pollnow, Bechtel, and Acting Co-Directors Tricia Cox and Sam Vogel. Trustee Dolezal was excused.

Minutes

There was a motion (Norante/Bechtel) to approve the May 15, 2018 regular meeting minutes as presented.

All ayes. Motion passed.

There was a motion (Bechtel/Romanak) to approve the May 30, 2018 special meeting minutes with amendments.

All ayes. Motion passed.

There was a motion (Pollnow/Datka) to approve the June 6, 2018 special meeting minutes as presented.

All ayes. Motion passed.

Public Appearance

No one appeared before WPL Board.

Librarians' Report

1. Circulation, Statistics and Program Report.

Circulation statistics from May were reviewed. 12,807 items were circulated during May. 67,434 items have been circulated since January 1, 2018; 21,038 of these items were checked out specifically to Village of Waterford residents.

a. 755 people attended programs at the library in the month of May. 25 adult programs hosted 385 participants, 8 juvenile programs hosted 223 participants and 6 teen programs hosted 147 participants. Upcoming programming was discussed. The juvenile summer reading program started Friday, June 8th. There is also an adult summer reading program, "Summer Book Bingo!", in which adults can win gift cards to local restaurants and shops. Storywagons are every Wednesday, sponsored by Lakeshores Library System. There is an ice cream check out party planned for Tuesday, July 10. On this day, if each person in a group checks out an item, they will receive a free ice cream treat. Last year over 400 patrons checked items out.

2. Staff is collecting funds to purchase books or a brick in memory of John Schanning, Village of Waterford Officer.

3. Staff is collecting funds to purchase a brick in memory of Korey Hodges, a past WPL employee.

4. **March Operations Budget to Actual.** Reports were not available for May 2018. It was noted that reports should be available starting June 26, 2018.

Statements

Bank statements ending May 2018 were reviewed and discussed.

There was a motion (Pollnow/Romanak) to approve the bank statement from Associated Bank as presented:

May 2018 Associated Bank Library Special Funds Account: \$44,862.10.
All ayes. Motion passed.

The May 2018 Investment Fund statement was available for review. The portfolio's total current value is \$147,542.72.

Invoices

The WPL Invoices for May 2018 Operations and Special Funds were presented and discussed.

There was a motion (Norante/Romanak) to approve May 2018 operation invoices:

May 2018 Operations \$19,061.60
All ayes. Motion passed.

There was a motion (Norante/Bechtel) to approve May 2018 special fund invoices:

May 2018 Special Funds \$2,559.15
All ayes. Motion passed.

New Business

1. **Discuss talking points for future Village Board meetings.** The board suggested reminding the Waterford Village Board of the WPL's involvement in the resolution of the the health insurance dilemma. We are hopeful that our part in the solution and saving the Village \$130,000 annually is recognized as our budget is established.

Old Business

1. **Discuss WaterLIGHT Project.** WPL Board members discussed the display of the WaterLight Project prototype and informational display case. New information about the project was also shared.

There was a motion (Norante/Datka) to display the WaterLight Project prototype in an outdoor location, as proof of concept would best be seen in the environment it will be permanently displayed in, and the WPL will house the informational display cases once the WPL staff is equipped with information to answer questions that will ensue.

2. Discuss Trust Fund Policy revision. Board members discussed revisions of the Trust Fund Policy and agreed that no revisions are necessary at this time.

Closed Session

There was a motion (Pollnow/Bechtel) to adjourn into Closed Session for discussion regarding the hiring of a new library director pursuant to Wisconsin Statute s. 19.85 (1)(c) and (f). A roll call vote was recorded as follows and the meeting adjourned into closed session at 5:34 p.m.:

Norante - Aye	Bechtel - Aye	Romanak - Aye	Pollnow - Aye
Datka - Aye	Bray - Aye		

Reconvene into Open Session

There was a motion (Pollnow/Romanak) to reconvene into Open Session. A roll call vote was recorded as follows and the meeting reconvened into open session:

Norante - Aye	Bechtel - Aye	Romanak - Aye	Pollnow - Aye
Datka - Aye	Bray - Aye		

Adjourn: There being no further business to come before the Board of Trustees, there was a motion (Pollnow/Romanak) to adjourn. All ayes. The meeting adjourned at 5:42 p.m.