

Kaukauna Public Library Board Minutes

May 23, 2017

Board President Keating called the Kaukauna Public Library Board Meeting to order at 5:30 PM.

Present at the time the meeting was called to order: D. Driessen, G. Keating, M. Kilgas, P. Landreman, J. Lucas, C. Van Boxtel, and J. Vondracek.

Excused: C. Fallona, L. Meyerhofer

Also present: T. Wiczorek

Compliance with Open Meeting Law

- A Notice of the Meeting of the Kaukauna Public Library Board was emailed and an Agenda for the meeting was posted at City Hall and in the Library more than twenty-four hours prior to the meeting.

Public Appearances/Announcements

- Van Boxtel reported that the History Room was the beneficiary of some valuable and rare documents donated by Kaukauna Utilities that will make the Kaukauna Public Library the envy of historical groups throughout the Fox Valley at least. Once they are properly cataloged a public announcement of their contents and a formal thank you to Utilities would be made.

Election of Officers

- President - Joseph Lucas
- Vice-President – Diana Driessen
- Financial Secretary – Jane Vondracek
- Recording Secretary – Carol Van Boxtel

Action Items

- Consent agenda
 - The following motions were presented.
 - April Board Minutes
 - April Financial Reports
 - Discussion
 - Vondracek noted an error and asked that the spelling of “Talbots” be corrected.
 - Motion to approve Consent Agenda by Driessen. Seconded Van Boxtel.
 - Motion carried unanimously.

Reports

- Director’s Report
 - Board members noticed an error in the statistical report pertaining to card holders. Wiczorek stated it was a formula error that would be fixed and the statistics for April would be corrected.
 - Wiczorek pointed out the plan to construct a wall to create another meeting room was on hold due to excessive bids. Driessen suggested the City may be able to provide personnel in the winter months. Further conversation with Sundelius will ensue.
 - Wiczorek reported that the revisions to the Library’s employee handbook and personnel manual were reviewed and approved by the City’s HR Director and Attorney and that it would be sent out to Board members well before the next meeting.

- Wieczorek asked for approval of noting ban notices in general in future reports and that if more particular information especially of banned minors was requested the meeting would then move to closed session.
- Programming Librarian's Report.
 - Thiem-Menning was once more complimented on amount and quality of activity she single handedly generates.
- Friend's Report
 - The "Give a Gift" event was very successful and raised over 1,600 in revenues that will be used to purchase materials.
 - Based on the success of the event another is being considered for this year.
- Foundation Report
 - Landreman reported that fund raising for the Interactive Learning Garden was discussed at the May 18th meeting. More formal cost estimates are being sought and a follow up meeting focusing on the Garden is planned for June 1st.
 - Consideration was also given to other fund raising events but that the Garden would be the main emphasis.
 - Board members felt strongly that continued exposure of the Foundation be stressed as an objective.
- Motion to place all reports on file by Vondracek. Seconded by Driessen.
- Motion carried unanimously.

New Business:

- Wieczorek thanked Keating for his years as president and expressed particular gratitude for Keating's sufferance of Wieczorek's long windedness when the real reason Keating stopped by was to just pick up a book.

Adjournment

Motion to adjourn by Driessen. Seconded by Landreman.

Motion carried unanimously.

Meeting adjourned at 6:15 PM

Drafted by:

Tony Wieczorek

Approved by:

Carol Van Boxtel