

Kaukauna Public Library Board Minutes

May, 2015

Board President Cindy Fallona called Kaukauna Public Library Board Meeting to order at 5:30 PM on May 18, 2015.

Present at the time the meeting was called to order: C. Fallona, G. Keating, F. Brewster, M. Kilgas, P. Landreman, J. Lucas, L. Meyerhofer, C. Van Boxtel, and J. Vondracek, .
Excused:

Also present: T. Wieczorek, A. Thiem-Menning, D. Driessen, M. Wieczorek, K. Davidson, E. Rosin, R. Stadtmueller

Compliance with Open Meeting Law

- A Notice of the Meeting of the Kaukauna Public Library Board was emailed to the Times/Villager and the Post Crescent East more than twenty-four hours prior to the meeting and a Notification of the Meeting 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

- Meyerhofer moved to change agenda order to move the “Special Recognition” up from New Business. Seconded by Van Boxtel. Motion carried unanimously.
 - Mayor Rosin presented Brewster with a special proclamation in honor of her years of service on the Library Board.
 - Brewster shared some recollections of how the Library has changed over the years
 - The Board presented her with a gift in appreciation for her service.
- Vondracek thanked the Board for the flowers which speeded her recovery.

Action Items

- Ballots for election of new Officers were distributed:
 - Keating elected President
 - Lucas elected Vice President
 - Van Boxtel re-elected as Secretary
 - Vondracek re-elected as Treasurer
- Meyerhofer moved to take agenda out of order to approve items while ballots were being tallied. Van Boxtel seconded. Motion carried unanimously.
- Approval of April, 2015 Library Board minutes:
 - Fallona noted she did not chair the April meeting as noted in the minutes.
 - Motion to approve with correction by Meyerhofer. Seconded by Lucas.
 - Motion carried unanimously.
- Financial Reports:
 - Motion to approve the April Financial reports by Landreman and seconded by Keating.
 - Motion carried unanimously.
- Meyerhofer moved to go into closed session to discuss amendments to the Grand KaKalin lease. Seconded by Vondracek. Motion carried unanimously.
- Meyerhofer moved to reconvene into open session. Seconded by Kilgas. Motion passed unanimously.

- Meyerhofer moved to recommend amendments to lease. Seconded by Van Boxel.
 - Lucas expressed concern about Library Board's authority being diminished by the way the legal documents are being approved. Meyerhofer clarified that the Board acts in an advisory capacity to City Council.
 - Keating noted some typographical corrections needing to be made to the motion to approve.
 - Motion passed unanimously.

Reports

- Statistics
 - Statistical Summary for April, 2015
 - Circulation: Decreased 1% over Y-T-D 2014
 - Overdrive: Increased 11% over Y-T-D 2014
 - Items Loaned: Decreased 28% over Y-T-D 2014
 - Items Borrowed: Increased 6% over Y-T-D 2014
 - Self-check usage: Increased 372% over Y-T-D 2014
 - Door Count: Increased 4% over Y-T-D 2014
 - Juvenile Program Attendance: Decreased 2% over Y-T-D 2014
 - Adult Program Attendance: Increased 27% over Y-T-D 2014
 - History Room Usage: Increased 27% over Y-T-D 2014
 - Volunteer hours accrued in April: 66
 - April Report included with documents and placed on file.
- Director's Report.
 - Lucas asked for clarification on where the Director was headed with personnel. Wieczorek stated he wanted to confer with the Board's personnel committee to make sure he is moving in a direction in agreement with the Board.
 - Wieczorek commented on the hiring process in particular on the quality of applicants.
 - Report included with documents and placed on file.
- Programming Librarian's Report.
 - Fallona asked about whether the Fox Cities Reads program at the High School was a Library program.
 - Thiem-Menning reported a \$1,500.00 grant from Dollar General.
 - Report included with documents and placed on file.
- Technology Coordinator's Report.
 - Report included with documents and placed on file.
- Friend's Report
 - Thiem-Menning reported on proceeds from book sale and the grant made by the Friends for purchase of classics.
- Vondracek asked about the road closure.

- Lucas asked what happened to the Consent Agenda. Wieczorek said he would make sure it was included in the next agenda. Reports will be specifically stated as having been placed in file.

Old Business

- None.

New Business

- None.

Adjournment

Motion to adjourn by Meyerhofer seconded by Fallona.

Motion carried unanimously.

Meeting adjourned at 6:28 PM

Drafted by:

Tony Wieczorek

Approved by:

Carol Van Boxtel