

Kaukauna Public Library Board Minutes

December 22, 2015

Board President Gary Keating called Kaukauna Public Library Board Meeting to order at 5:30 PM on December 22, 2015.

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

Excused: F. Brewster

Also present: T. Wieczorek, A. Thiem-Menning, M. Wieczorek

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

- None

Action Items

- Consent Agenda
 - The following motions were presented:
 - November Board Meeting Minutes
 - Approval of November Financial Reports
 - Motion to approve the above by Meyerhofer. Seconded by Van Boxtel.
 - Motion carried unanimously.
- OWLSnet Service Agreement
 - Lucas asked if the contract was general for three years.
 - Meyerhofer asked that the Agreement be distributed earlier.
 - Motion to approve by Meyerhofer. Seconded by Vondracek.
 - Motion carried unanimously.
- Approval to Close for Move
 - Meyerhofer asked if the dates were locked in. Wieczorek stated they were depending on weather.
 - Motion to approve by Meyerhofer. Seconded by Van Boxtel.
 - Motion carried unanimously.

Reports

- Statistics
 - Vondracek asked if there had been any comments or complaints in the Suggestion Box? There had not been anything for several months.
 - Thiem-Menning reported that since there had been no activity for long the box had been sold.
- Director's Report.
 - Lucas asked about the lower level camera issue. Wieczorek answered that the lower door should latch closed electronically. Horizon suggested placing security cameras in the lower level but wanted the Library to pay for them. After discussion with the Landlord the idea was dropped as unnecessary.
 - Fallona asked if liability issues had been checked out. Wieczorek stated they had.

- Programming Librarian's Report.
 - Board commented on how nice it was to see pictures in the report and encouraged Thiem-Menning to keep doing so forever and ever.
- Technology Coordinator's Report.
- Motion to place all reports on file by Vondracek. Seconded by Van Boxtel.
- Motion carried unanimously.

New Business

- Landreman reported on the Foundation Meeting on December 10.
- Wine and cheese thank you event is planned for donors on February 28th.
 - Not planned as a fund raising but as a thank you event.
 - Library Board and Friends members will serve as tour guides.
- Future events
 - A second phase of fund raising for the garden is planned for April, 2016.
 - A workshop on estate planning is being planned for spring.

Old Business

- Motion to Move into Closed Session to discuss Director's goals by Fallona. Seconded by Lucas.
- Motion carried unanimously.
- Motion to return to Open Session by Meyerhofer. Seconded by Kilgas.
- Motion carried unanimously.

Approval of Director's 2016 Goals

- Motion to approve Director's 2016 goals by Meyerhofer. Seconded by Landreman.
- Motion carried unanimously.

Adjournment

Motion to adjourn by Van Boxtel seconded by Vondracek.

Motion carried unanimously.

Meeting adjourned at 6:04 PM

Drafted by:
Tony Wiczorek

Approved by:
Carol Van Boxtel