

Kaukauna Public Library Board Minutes

February 28, 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: G. Keating, M. Kilgas, J. Lucas, C. Van Boxtel, and J. Vondracek.

Excused: D. Driessen; C. Fallona; P. Landreman; L. Meyerhofer

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

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

- Wieczorek announced that Van Boxtel has been named the 2017 Lillian MacKesy Historian of the Year!

Action Items

- Consent agenda
 - The following motions were presented.
 - December, 2016 Board Minutes
 - December, 2016 Financial Reports
 - January, 2017 Financial Report
 - Discussion
 - Wieczorek reported that the Building and Endowment Fund balances at East Wisconsin have been merged with the Special Use Fund. He would be closing the Unison checking account in the next few weeks.
 - Motion to approve Consent Agenda by Vondracek. Seconded Van Boxtel.
 - Motion carried unanimously.
- 2016 DPI Report
 - Discussion – none.
 - Motion to approve DPI Report by Lucas. Seconded by Vondracek.
 - Motion passed unanimously.

Reports

- Director's Report
 - Wieczorek reported a CCTV camera has been installed in the Local History Room and that an additional 5 conference room tables have been ordered.
 - Wieczorek said he would send the "2016 Library Fast Facts" to the City Clerk for addition in the Council packet.
 - Keating asked for report on a discussion of adding a "Programming Room" in the Library. Wieczorek said that there have been several instances when larger groups had to be turned away because one of the Conference Rooms was already booked by a Library program. Given that very few people use the area to the rear of the Adult Fiction area and that the space would be more than adequate for some programming it was being considered as a space for programming. Wieczorek had been in contact with Trevor Frank to ascertain quotes. Wieczorek also noted the idea came from Thiem-Menning.

- Programming Librarian's Report.
 - Board members again commented on the quality of the report but expressed disappointment there were no pretty pictures included in the report.
- Technology Coordinator's Report
 - Board members were pleased to see Spencer was keeping busy.
- Friend's Report
 - Thiem-Menning reported for the Friends that a fund raising plan of events was established for 2017 at a recent meeting which would include such things as a "Give a Gift" program, a book sale, another Silent Auction, and presence at the Farmers Market.
- Foundation Report
 - There will be a meeting of the Foundation Board on March 16.
- Motion to place all reports on file by Vondracek. Seconded by Kilgas.
- Motion carried unanimously.

New Business:

- Motion to move into closed session to discuss patron issue by Lucas. Seconded by Vondracek.
- Motion to return to Open Session by Kilgas. Seconded by Vondracek.
- Motion passed unanimously.
- Motion to return to Closed Session for discussion of personnel matter by Van Boxtel. Seconded by Kilgas.
- Motion passed unanimously.
- Motion to move to Open Session by Kilgas. Seconded by Vondracek.
- Motion passed unanimously.

Adjournment

Motion to adjourn by Kilgas. Seconded by Van Boxtel.
 Motion carried unanimously.
 Meeting adjourned at 6:12 PM

Drafted by:
 Tony Wieczorek
 Approved by:
 Carol Van Boxtel