

Kaukauna Public Library Board Minutes

November 28, 2017

Board President Lucas called the Kaukauna Public Library Board of Trustees Meeting to order at 5:36 PM.

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

Excused:

Also present: *Tony Wieczorek, Ashley 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

- Thiem-Menning stated raffle tickets for the Planters with a Purpose fund raiser were available. Board members rushed to take tickets to share with friends.

Action Items

- Consent agenda
 - Motion to approve by Driessen. Seconded by Van Boxtel.
 - Motion passed unanimously.

Reports

- Statistics
 - Wieczorek mentioned a correction to the number of card holders. We currently have 12,570 library card holders for an increase of 211 from the year before.
 - Wieczorek also noted the 39% increase in juvenile program attendance, the 69% increase in study room use and the 49% increase in meeting room use from the year before.
- Director's Report
 - Wieczorek reported that Rachel Bock would be starting work at the Library. He also mentioned that Natalie Guyette who recently began work here in a marketing capacity would be leaving for a full-time position. Advertising would be posted in the Post Crescent as well as the usual resources.
 - Wieczorek also noted the sign had not yet been posted but will be within the next week.
 - New pages of the City Council approved Library budget will be distributed at the next meeting. He also commented on the generosity of the Council to the Library.
 - Fallona asked whether the Library budget for 2018 had increased. Wieczorek said it had by about 4.7% and that the increase was mainly due to personnel costs, building costs and an increase in our share of Human Resources.
- Assistant Director's Report
- Technology Coordinator Report
 - Email notice issues have been resolved.
- Friend's Report
 - Book sale went fine with an estimated income of \$600.00.
 - Give a Gift will be repeated again on December 2nd.
 - Friends and Foundation plan to work together on future fund raising events.
- Foundation Report
 - Landreman reported the first fund raising committee for the Interactive Learning Garden meeting was held and potential donors were identified. Naming rights for various areas in the Garden was also discussed.

- Lucas asked about the total amount to be raised. Due to changes in the plan the total amount to be raised to around 250,000.
- Landreman reported that Able is working on a “Planters with a Purpose” holiday fund raiser.
- Landreman also presented what the recognition plaques would look like.
- Motion to place all reports on file by Vondracek. Seconded by Keating.
- Motion carried unanimously.

New Business:

- Numerous events are scheduled for December. A calendar listing 2018 events was requested by the Board.
- Driessen moved that the December meeting be postponed to January 23. Seconded by Van Boxtel.
- Motion approved unanimously.

Adjournment

Motion to adjourn by Landreman. Seconded by Driessen.
Motion carried unanimously.
Meeting adjourned at 6:10 PM

Drafted by:
Tony Wieczorek

Approved by:
Carol Van Boxtel