

**LIBRARY BOARD
May 17, 2017**

**LIB20170517-1
UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, May 17, 2017, 6:30 p.m. at the Cedarburg Public Library, W63 N589 Hanover Avenue, lower level, room 1.

The meeting was called to order by President Sue Karlman at 6:33 p.m.

Roll Call: Present - Council Member Dick Dieffenbach, Sue Karlman, Sherry Bublitz, Debra Goeks, David Moburg, DeWayna Cherrington

Excused - Todd Bugnacki

Also Present - Library Director Linda Pierschalla, Library Representative Lorraine LeSage, Monarch System Board of Trustees and Weyenburg Library Board Member Nancy Szatkowski

STATEMENT OF PUBLIC NOTICE

Sue Karlman acknowledged that the agenda for this meeting was distributed and posted in compliance with the Wisconsin Open Meetings Law.

WELCOME AND INTRODUCTION OF NEW LIBRARY BOARD MEMBERS; AND ACTION THEREON

The Board Members introduced themselves. Director Pierschalla distributed a copy of the Department of Public Instruction "Trustee Essentials."

ELECTION OF PRESIDENT, VICE-PRESIDENT AND SECRETARY; AND ACTION THEREON

President Karlman presented a slate of officers as follows:

- Sue Karlman – President
- Sherry Bublitz – Vice-President
- Debra Goeks – Secretary

President Karlman then asked for nominations from the rest of the Board, three times. No other nominations were made.

Motion made by Sherry Bublitz, seconded by David Moburg, to accept the slate of officers as presented by President Karlman and to elect them as officers. Motion carried without a negative vote with Todd Bugnacki excused.

COMMENTS & SUGGESTIONS FROM CITIZENS

President Karlman distributed a recent *News Graphic* article from May 11, 2017 with a thank you letter from a student who acknowledged the help of the Cedarburg Public Library.

APPROVAL OF MINUTES

Motion made by Council Member Dieffenbach, seconded by Sherry Bublitz, to approve the minutes from the April 19, 2017 meeting. Motion carried without a negative vote with Todd Bugnacki excused.

APPROVAL OF BILLS & FINANCIAL STATEMENTS

The Board discussed year-to-date expenses. Director Pierschalla noted several maintenance contracts that will not be renewed to save money and she reviewed changes to the revenue line items in the report.

Motion made by Sherry Bublitz, seconded by Debra Goeks, to approve the bills and financial statements for April. Motion carried without a negative vote with Todd Bugnacki excused.

REPORTS

Director's Report

Director Pierschalla reviewed the Library Annual Report that was presented to the Common Council on May 8, 2017.

Debra Goeks suggested doing a survey to document how the Library building is used by people who do not check out materials.

Council Member Dieffenbach asked for an update on the parking situation with the Ozaukee Historical Society. Director Pierschalla stated that Library staff is not parking in the lot on Tuesdays and is encouraged to use parking spaces made available to the Cedarburg Public Library by US Bank.

Director Pierschalla briefly reviewed other items in her report.

Sherry Bublitz asked the Board Members to think about way to cultivate the interest of Council Members. The Board discussed several ways to take action.

Director Pierschalla noted that Amanda Kloppman is involved in planning a system-wide (Monarch Library System) Family Fun Day. The Ozaukee County Historical Society is happy about this initiative.

The Board discussed ways to improve OverDrive (selection of titles and reducing wait times) for Cedarburg patrons.

NEW BUSINESS

Update on Technology Plan; and Action Thereon

The Board discussed the implementation timeline.

Review and Certify Code of Ethics; and Action Thereon

Motion made by Debra Goeks, seconded by Sherry Bublitz, that the Trustees of the Cedarburg Public Library have read will abide by the City's Code of Ethics. Motion carried without a negative vote with Todd Bugnacki excused.

Discuss Possible Change of the Regular Library Board Monthly Meeting Day; and Action Thereon

The Board discussed possibly changing the regular meeting date to fourth Wednesdays of the month to accommodate School Superintendent Bugnacki's schedule (conflict with School Board meetings). The June Board meeting date may change.

School Report – None

Consider Certificate of Appreciation Recognizing Vonna Pitel for Thirty-One Years of Service on the Cedarburg Public Library Board; and Action Thereon

The Board presented a Certificate of Appreciation and a gift to Vonna Pitel to thank her for 31 years of service on the Board. The Board Members thanks Ms. Pitel individually.

ADJOURNMENT

Motion made by Sherry Bublitz, seconded by David Moburg, to adjourn the meeting at 8:07 p.m. Motion carried without a negative vote with Todd Bugnacki excused.

Debra Goeks
Secretary

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