

**LIBRARY BOARD**  
**October 25, 2017**

**LIB20171025-1**  
**UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, October 25, 2017, 6:30 p.m. at the Cedarburg Public Library, W63 N589 Hanover Avenue, Community room.

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

Roll Call: Present - Sue Karlman, Sherry Bublitz, Dewayna Cherrington, Debra Goeks, David Moburg

Excused - Council Member Dick Dieffenbach, Todd Bugnacki

Also Present - Library Director Linda Pierschalla  
Rachel Yurk, Instructional Technology & Library Administrator for Cedarburg School District

**STATEMENT OF PUBLIC NOTICE**

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

**COMMENTS & SUGGESTIONS FROM CITIZENS** - None

**APPROVAL OF MINUTES**

Motion made by Debra Goeks, seconded by Dewayna Cherrington, to approve the minutes from the September 27, 2017 meeting with a correction that the meeting adjourned at 8:48 p.m. (not 9:48 p.m.). Motion carried without a negative vote with Council Member Dieffenbach and Todd Bugnacki excused.

**APPROVAL OF BILLS & FINANCIAL STATEMENTS**

The Board discussed the budget and actual expenses year-to-date; along with the impact of filling the open position of Youth Services Librarian.

Motion made by Debra Goeks, seconded by Sherry Bublitz, to approve the bills and financial statements as submitted. Motion carried without a negative vote with Council Member Dieffenbach and Todd Bugnacki excused.

**REPORTS**

**Director's Report; Including Updates on Personnel Changes**

Director Pierschalla reviewed the main points of her report.

- The open position for Youth Services Librarian has been posted with an application deadline of November 13. Director Pierschalla anticipates filling the position near the end of the year. She discussed her hiring process and circulated a job description.

The Board discussed other points in the report including: the possibility of coordinating repair support for the 3D printers with the School District; the need to strengthen and focus adult programming; and ideas for adding technology to the Library.

**School Report**

Rachel Yurk shared information about piloting the OZOBOT program at Parkview Elementary and how the School District supports a 3D printer.

Liz Smith in the Cedarburg High School Library is running a book group. Sections include both fiction and non-fiction. The program is designed to guide students to active reading to be better prepared for college.

**NEW BUSINESS**

**Update on Hanover Avenue Parking; and Action Thereon**

President Karlman reported on the concern of the Historical Society that parking on Center Street is too limited for their needs. The Common Council will consider a recommendation from the Public Works Commission to change both sides of Hanover Street to four hour parking. The Board agreed that there is no action to take, at this point.

**Consider Library Board Meeting Schedule for November and December; and Action Thereon**

Motion made by Sherry Bublitz, seconded by David Moburg, to change the next Library Board meeting November 22 to November 29, 2017. Motion carried without a negative vote with Council Member Dieffenbach and Todd Bugnacki excused.

The Board will decide on the December meeting date on November 29.

**UNFINISHED BUSINESS**

**Discuss 2018 Budget; and Action Thereon**

Director Pierschalla distributed the most recent version of the proposed 2018 budget. The Board reviewed the revenue and expense lines and discussed items that need to be clarified. Part of the anticipated fund balance at the end of 2018 will be reassigned to accounts 240, 319, 330 and 380. The Board Members were encouraged to attend the Common Council meeting on October 30, 2017.

**ADJOURNMENT**

Motion made by Sherry Bublitz, seconded by David Moburg, to adjourn the meeting at 8:50 p.m. Motion carried without a negative vote with Council Member Dieffenbach and Todd Bugnacki excused.

Debra Goeks  
Secretary

adk