

**LIBRARY BOARD
June 15, 2016**

**LIB20160615-1
UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, June 15, 2016, 6:30 p.m. at the Cedarburg Public Library, W63N589 Hanover Avenue, Community Room.

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

Roll Call: Present - Council Member Dick Dieffenbach, Sue Karlman, Vonna Pitel, Sherry Bublitz, Steve Ruggieri, Debra Goeks, David Moburg

Also Present - Library Director Linda Pierschalla
Eastern Shores Library System Director Amy Birtell

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.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

UNFINISHED BUSINESS

Discuss Strategic Plan for Technology in the Library; and Action Thereon

President Karlman advanced to this item for Eastern Shores Library System Director Amy Birtell's presentation to the Board about strategic planning. She referenced the SOAR (Strengths, Opportunities, Aspirations, Results) tool for planning.

Following Director Birtell's presentation, the Board asked questions about the process and discussed how to identify stakeholders, integrate staff into the process, and designing and publishing surveys.

The Board discussed which groups should be included as stakeholders. The timing for the project and the format and questions to be included in the questionnaire were also discussed.

Director Pierschalla will query staff at the next staff meeting. The goal is to have a survey draft prepared for the July meeting. Board members should email suggestions for the survey to Director Pierschalla. The Board members agreed to choose stakeholder groups to contact about the survey.

After the strategic planning discussion, Director Birtell reported on the status of the merger discussions between ESLS and MWFLS.

APPROVAL OF MINUTES

Motion made by Sherry Bublitz, seconded by Vonna Pitel, to approve the May 18, 2016 minutes as corrected to change the spelling of Moberg to Moburg.

APPROVAL OF BILLS

The Board discussed the bills and reviewed the financial report.

Motion made by Sherry Bublitz, seconded by David Moburg, to approve the bills and financial reports as presented. Motion carried without a negative vote.

Council Member Dieffenbach presented information to the Board about the 2015 budget. There is an overdraft from the previous year's budget that will need to be addressed in the upcoming budget planning process.

REPORTS

Director's Report

The Board discussed how Director Pierschalla has followed up on staff concerns regarding safety and security measures.

Director Pierschalla reported on the Summer Reading program.

School Report

Vonna Pitel reported on her outreach to the Cedarburg School District and the Friends of the Library. She will work with the technology instruction staff and ask for their input into the Library's strategic plan.

UNFINISHED BUSINESS - CONTINUED

Discuss and Review of Library Policies to be Updated; and Action Thereon

Debra Goeks reported to the Board about the work on revising the older policies. Director Pierschalla and staff are asked to review the policy revisions before these are recommended to the Board for action.

Motion made by Sherry Bublitz, seconded by Vonna Pitel, to approve the draft Chromebook Policy and procedures as presented. Motion carried without a negative vote.

ADJOURNMENT

Motion made by David Moburg, seconded by Sherry Bublitz, to adjourn the meeting at 8:50 p.m. Motion carried without a negative vote.

Debra Goeks
Secretary

adk