**MEETING OF THE
WYOCENA PUBLIC LIBRARY
BOARD OF TRUSTEES**Wyocena Community Center 165 E. Dodge St., Wyocena Community Room

# **June 16, 2015**

**5:15 P.M.**

# Minutes

A. Call to Order—Meeting called to order by Gus at 5:15.

B. Roll Call: Present were: Linda Balsiger (County), Jim Burmeister (County), Michael Fansel (Village), Patty Jacobson (Village), Gus Knitt (School), Gil Kuzera (Village), Jean Porter (Village), and Kristyn Sommers (Library Director).

1. Disposition of May 26, 2015 Minutes—Motion by Jean to approve Minutes, Patty seconded, motion passed.
2. Appearances/Recognition of Visitors—None
3. Financial Report—Jim reported. No changes in checking account. Kristyn will check to see if she received the most recent Foundation Report to send to Jim for his next report. Motion made by Jean seconded by Patty, motion passed.
4. Action on Bills—Motion to approve by Jean, seconded by Patty, motion passed.
5. Communications—Linda reported communication with Jean Anderson and Mark Ibach from SCLS about the Trustee Essentials Handbook. Current version of Trustee Essentials Handbook available online. Hard copy is 80+ pages. Linda will have 4 copies printed by SCLS to have on hand at library and with trustees. Linda talked with Jean Anderson to confirm that Kristyn (director) finished her first library administration class. Linda said she’d write a thank you letter on behalf the library board to Kathy Sommers for her help with library story times.
6. Director's Report-- Kristyn delivered report, highlights of report: 2 summer programs set up and approved use of rooms with fees waived in Wyocena Community Center by Village Board (Chris Langendfeld/The CRITERrrr Man 10:30am Saturday July 25, and Traveling Lantern Theatre Wednesday July 15 6pm). Friends of the Library approved use of $340 of their funds to pay for one performer, and SCLS will pay for the other ($445.50). The gym is reserved for the July 25th performance, the community room for the July 15th performance.
7. Friend's Report—Jean delivered report: Friends approved use of $2000 for new patron computers, approved use of $340 for CRITERrrr Man summer performance, and will provide snacks for both summer events/performances. $898 raised at Memorial Day Raffle and Book Sale. Next Friends Meeting Monday July 20th 4pm at Library.
8. Old Business
	1. Review 2015 Budget/Account Adjustments—Gil made recommendations of how to adjust the current budget. Gil motion to approve adjustments, seconded by Jean. Motion passed.
	2. Discuss 2016 Budget—Gil presented budget considerations for 2016. This will be put on the July agenda for further discussion.
	3. Discuss Trustee term/appointment—To be discussed in July.
	4. Discuss orientation/information packets for trustees—Tabled for discussion in July. Linda said she will make copies of By Laws for trustees to look over at the next meeting.
9. New Business
	1. Approve Substitute Workers—Motion to formally approve Jaimie and Dave Kreklow to approve as substitute desk workers by Jim, seconded by Jean. Motion passed.
	2. Friends' donation to library budget—No report.
10. Closed Session—Jean motions to move to closed session, seconded by Patty. Motion passed, Board entered closed session at 6:08 p.m. Board returned from closed session at 6:48. No action taken on items discussed in closed session.

 Adjourn to closed session per Wisconsin Statute 19.85(1)(c) to discuss Library Director 6 month evaluation and voluntary library helpers

1. Adjournment—Motion to adjourn by Gil, seconded by Patty, motion passed. Meeting adjourned at 6:48pm.

# **Next Meeting: Tuesday, July 21, 2015 at 5:15 P.M.**

Requests made by persons with disabilities for assistance in participating in this meeting should be made to the Library at (608) 429-4899, with as much notice in advance as possible.