

Winneconne Public Library Board of Trustees
Meeting Minutes
Monday, February 17, 2020

Meeting called to order by Library Board President Jeff Jensen at 4:30pm.

ROLL CALL

Members Present: Jeff Jensen, Brenda Kubasta, Mary Brefeld, Tom Snider, and Di-Anne Rengstorf
Absent: Dana Jerabek
Also Present: Holly Selwitschka

PUBLIC PARTICIPATION none

CONSENT AGENDA

Motion by Snider to approve the consent agenda.

Second: Rengstorf

Roll Call Vote:

Snider - yes
Rengstorf – yes
Brefeld - yes
Kubasta – yes
Jensen – yes

Motion carried.

Close out 2019 Budget year

Holly will take a closer look at the allocations and expenditures/ revenues and work on getting answers from Jaci, as currently, the spreadsheet indicates over-expenditures. To have a more accurate record of where we stand, Holly will get those questions answered and report back to the library board in March, at which time they will close out the 2019 budget. No action was taken at this time.

DIRECTOR'S REPORT

Holly reviewed the written report she provided.

- Personnel update: Holly is considering two options to fill the vacancy. Option 1 is to hire one library clerk at 30 hours per week. Option 2 is to hire 2 library clerks at 10 and 20 hours per week. One staff member has requested more hours. All possibilities fall within the budget range for the remainder of the year. The library board was ok with whatever option seemed most feasible to meet the library's needs and left it to Holly's discretion.
- Amazon credit – there was a discussion about opening an amazon credit card. Holly will gather more information about bulk supply purchases and bring it back to the next meeting for further consideration.
- Jensen asked about the AED grant that Holly was completing. Because it is in his area of expertise, he offered to assist with finding further information and a second quote for the grant proposal. Holly agreed to work with him on it.

NEW BUSINESS

Motion by Brefeld to accept Winnefox Library System Grant in the amount of \$1,000 for WiFi hotspot service.

Second: Kubasta

Vote: Unanimous

Motion carried.

Motion by Brefeld to accept the 2019 Annual Report and approve the statement of effectiveness for Winnefox Library System.

Second: Rengstorf

Vote: Unanimous

Discussion Fines Free Policy – Holly handed out copies of the American Library Association’s “Resolution on Monetary Library Fines as a Form of Social Inequity”. She briefly summarized the discussion at the Winnefox Annual meeting between all Winnefox libraries on the topic of no longer charging library fines. The library board would like to move forward with the initiative. Holly will bring a policy draft to the next library board meeting. The policy will be embedded in the library’s circulation policy.

Items for the Next Meeting Agenda:

- 2019 end of year budget to closeout
- NO FINES policy draft, circulation policy modifications
- Amazon.com credit/ supply purchasing options
- Community Foundation endowment fund agreement

The next Library Board meeting will be held Monday March 9 at 4:30pm.

The meeting was adjourned at 5:03pm by Library Board President Jeff Jensen.