

Neenah Public Library Board of Trustee Meeting Minutes – September 16, 2015

Call to Order

The Neenah Public Library Board of Trustees on Wednesday, September 16, 2015 at 4:00 p.m., in the Carpenter Conference Room. Members present: Carol Codner (vice-president), Tom Widener, Tami Erickson, Randy Fieldhack, Beth Irish, and teen representative Cassidy Kemppainen. Members excused: Merry Whipple, Jan Sarnecki, Patricia Rickman, Lisa Hemes, Tim Kachur. Also present, Gretchen Raab, director, Nicole Hardina-Wilhelm, assistant director, Nancy Britten, circulation manager, Katrina Collins, youth services manager.

With Codner in the chair, on motion of Widener, seconded by Irish, and unanimously approved, the Board agreed to invoke Article 4, Section 4 of its bylaws, in accordance with Wis. Stats. 43.54(1)(e), and called the meeting to order at 4:00 p.m. with a five-person quorum.

Public questions & comments

None.

Minutes

On motion of Irish, seconded by Erickson, the Board unanimously approved the minutes of the Library Board Meeting of August 19, 2015.

Statistical Report

Circulation of Youth (11%) and Adult (4%) books is up for the month of August over last year. Volunteer hours worked continues to go up with 22.23% over last year. Program attendance is up 9.71% for the year.

Bills for Consideration

On motion of Erickson, seconded by Fieldhack, the Board unanimously approved payment of the September bills.

4:23 p.m. Katrina Collins, Youth Services Manager, arrived.

Operating and Capital Improvements Budgets

The 2016 budget was discussed. Library director Raab, Fieldhack, and Whipple met with Mayor Kaufert and Finance Director Easker to discuss the budget. Because of changes in the personnel/benefits costs, the director will look for ways to offset some of those expenses.

Public Library Association biennial conference

On motion of Widener, seconded by Irish, the Board unanimously approved using Trust Funds to send four staff members to the 2016 PLA conference.

Beverages

The Board discussed the sale of water and sodas for visitors' convenience and comfort. The library will begin selling beverages in addition to the coffee and tea already for sale. The sale of packaged snacks (granola bars, etc.) will be discussed at the next meeting.

Dress Code

On motion of Widener, seconded by Erickson, the Board unanimously approved the revised dress code policy.

Adjournment

On motion of Fieldhack, seconded by Irish, the Library Board adjourned at 4:49 p.m.

Respectfully submitted,

Gretchen Raab