

Kaukauna Public Library Board Minutes

January 22, 2019

President Lucas called the Kaukauna Public Library Board of Trustees Meeting to order at 5:30 PM.

Present at the time the meeting was called to order: *D. Driessen, M. Kilgas, A Neumeier, C. Van Boxtel, and J. Vondracek.*

Excused: *C. Fallona, O. Fischer, P. Landreman*

Also present: *Tony Wieczorek, A. Thiem-Menning*

Compliance with Open Meeting Law

- A Notice of the Meeting of the Kaukauna Public Library Board was emailed and an Agenda for the meeting was posted at City Hall and in the Library more than twenty-four hours prior to the meeting.

Public Appearances/Announcements

Action Items

- Consent agenda
 - Motion to consider Travel Channel request separately from Consent Agenda by Kilgas. Second by Van Boxtel.
 - Thiem-Menning Explained the request by the Travel Channel to use the library for some background scenes for an upcoming episode. She further explained the Travel Channel contract had been reviewed by the City Attorney and his additions were approved.
 - Also noted that the film crew would in the library during off hours and would be supervised while here.
 - Motion passed unanimously.
 - Motion to approve Consent Agenda by Vondracek. Seconded by Driessen.
 - Wieczorek explained the cost of living increase.
 - Motion to approve remainder of Consent Agenda passed unanimously.

Reports

- Statistics
 - Vondracek asked about the number of Kaukauna card holders. There was an error in recording the total number of card due to an error in dragging down the formula from the preceding cell.
- Director's Report
 - Wieczorek reported on the continued system and statewide decrease in material circulation but noted the increase in Overdrive usage as well as other indicators like wireless and room usage as well as the increase in card registrations.
 - Wieczorek noted the Garden construction has been approved. Milbach will be the contractor and has offered to make a donation of \$25,000 toward the project. The only question raised by Council was whether tax dollars would be used to complete the project. Jakel indicated there would not.
 - Thiem-Menning reported on fund raising efforts for the Garden.
- Assistant Director's Report
 - Vondracek complemented James Berven for his individual work with seniors on computer classes.
- Technology Coordinator Report

- Von Boxtel reported on how well the new printer is working in the Local History Room.
- Friend's Report
 - The community volunteer dinner would be hosted by the Grignon and Kaukauna Library Friends this year.
- Foundation Report
 - Wieczorek noted that Landreman has offered to resign from the Foundation Board though he would like to remain active in fund raising.
 - Lucas asked that a Library Board replacement to the Foundation be placed on the February agenda.
 - There was a report on the earnings of the Planters with a Purpose event.
- Motion to place all reports on file by Vondracek. Seconded by Von Boxtel.
- Motion carried unanimously.

Unfinished Business:

- Vondracek reported on the Building Fund history and recommended the Foundation take more direct control of their funds.
- Further discussion on the Foundation was tabled until the Library Board's requests of the Foundation be brought to the attention of the City Attorney for his review and comments.

Adjournment

Motion to adjourn by Driessen. Seconded by Kilgas.

Motion carried unanimously.

Meeting adjourned at 7:45 PM

Drafted by:
Tony Wieczorek

Approved by:
Carol Van Boxtel