

Kaukauna Public Library Board Minutes

June 26, 2018

President Lucas called the Kaukauna Public Library Board of Trustees Meeting to order at 5:31 PM.

Present at the time the meeting was called to order: *D. Driessen, C. Fallona, O. Fischer, G. Keating, M. Kilgas, P. Landreman, J. Lucas, C. Van Boxtel, and J. Vondracek.*

Excused:

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

- President Lucas introduced Olivia Fischer, our new Library Trustee.
- Wieczorek introduced a new staff member, Jody Becker.

Action Items

- Consent agenda
 - Landreman moved to approve the Consent Agenda. Seconded by Kilgas.
 - Motion passed unanimously.

Reports

- Statistics
 - Keating asked for clarification on Public Internet usage. Wieczorek explained it was per hour use.
 - Kilgas asked whether people could still access internet from outside. Wieczorek explained they could access the internet if Wi-Fi bled through from within the building. There are no Wi-Fi access points on the exterior of the building as per OWLS agreement.
 - Kilgas asked if there would be Wi-Fi access in the Garden. Wieczorek responded only if there was bleed through.
 - Van Boxtel noted increased hits on historical links, especially yearbook use which right now is limited to 1916- 1977 editions. Kilgas asked if there was anyplace information that this material was accessible online. Van Boxtel said there were notices posted on Facebook as well as the Library website.
 - Lucas said that while inquiries from the public on historical questions might go down the hits on the website to historical links will go up.
- Director's Report
 - Wieczorek said there had been some questions from Board members about the Wisconsin Public Library standards questionnaire. He said the responses would form the basis for the 2019 Library goals. He then distributed another set of questions asking Board members to rank standards in importance.
 - Van Boxtel said she didn't have sufficient information to respond to some questions.
 - Wieczorek said he would like to arrange for a planning retreat with the Board. Fallona asked if Board members thought this was a good idea. There seemed to be consensus it would worthwhile.

- Vondracek asked if there would be a meeting in July to approve bid documents on the Garden. Since the Board has repeatedly approved the Garden project a meeting in July was not felt to be necessary.
- Thiem-Menning reported on a meeting with Trevor Frank and some Foundation members. A brochure is being planned by Willems Marketing. She has supplied information to them on Garden classrooms.
- Fischer asked where the Garden would be located and whether there would be sufficient space in the area for everything. Board members assured her there would be.
- Wiczorek said we still do not know how much the Garden will cost until bidding documents are returned.
- Assistant Director's Report
 - Lucas asked about the meal program offered here. Thiem-Menning replied that the Department of Public Instruction meal program was being hosted at the Library. She was not sure the number of students being fed would permit this to take place next year.
 - Lucas asked why this program was not being offered at the high school. The Library was thought to be a better site for this since would be more to do here than at the high school in part at least because they were putting in a new parking lot.
 - Fischer said posting this kind of information on social media sites was the best way to advertise this kind of program.
 - Wiczorek commended Thiem-Menning on the Summer Reading Program and the response to it.
- Technology Coordinator Report
 - No comments.
- Friend's Report
 - Thiem-Menning reported on fund raising events in conjunction with the Library Foundation.
 - The Library and Friends of Grignon Mansion would be working on the Volunteer Award program in 2019.
- Foundation Report
 - Landreman said the Foundation had some new and younger members who were bringing new energy to the Board.
 - He said that grant writing will be crucial to Garden fund raising.
 - Thiem-Menning said the Men with a Mission food booth at the Electric City event raised \$5,000.00 for the Garden project.
- Motion to place all reports on file by Vondracek.
- Seconded by Van Boxtel.
- Motion carried unanimously.

New Business:

- Lucas commented that "Old Business" should be replaced with "Unfinished Business". But since there was none he asked for a motion to adjourn.

Adjournment

Motion to adjourn by Driessen. Seconded by Keating.
 Motion carried unanimously.
 Meeting adjourned at 6:20 PM

Drafted by:
Tony Wieczorek

Approved by:
Carol Van Bortel