

## **Kaukauna Public Library Board Minutes**

November 22, 2016

Board President Keating called the Kaukauna Public Library Board Meeting to order at 5:45 PM.

*Present at the time the meeting was called to order: G. Keating, M. Kilgas, P. Landreman (via phone), C. Van Boxtel, and J. Vondracek. D. Driessen arrived while meeting was in progress.*

*Excused: C. Fallona, J. Lucas, L. Meyerhofer*

*Also present: T. 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**

- None.

### **Action Items**

- Consent agenda
  - The following motions were presented.
    - October open session Board Minutes
    - October closed session Board Minutes
    - October Financial Reports
  - Discussion
    - None
  - Motion to approve Consent Agenda by Vondracek. Seconded Kilgas.
  - Motion carried unanimously.

### **Reports**

- Director's Report
  - Wieczorek reported that Kay Kohne announced her retirement effective December 14, 2016. As a hiring process had been underway for the two previously announced positions, a third applicant will be selected from that pool.
  - Keating read Lucas's email concern about signing off on funds to the Foundation in which he expressed concern about having the means to pay back loans and bills given the lower state of interest. Landreman and Wieczorek replied that the Foundation would assume all responsibility for paying back the City loan and would retain sufficient liquid funds to pay any anticipated invoices for building repairs. These bills will be paid off with pledges as they are received. Future donations such as those received via the Foundation year end mailing would be used as future investment funds.
  - Kilgas asked that the discussion be continued at the December meeting.
- Programming Librarian's Report.
  - Board members again noted that October was a good but busy month. They commended Thiem-Menning for her courage in giving children paint.
- Technology Coordinator's Report
  - Keating noted that new cameras had been installed.
- Friend's Report
  - Thiem-Menning reported that the Silent Auction had grossed \$840.00. Plans for next year were being made.

- Foundation Report
  - The issue of signing over funds to the Foundation had been addressed during the discussion of the Director's report.
- Motion to place all reports on file by Vondracek. Seconded by Driessen.
- Motion carried unanimously.

**New Business:**

- As per Board by-laws there will be no January meeting.
- However, the December Board meeting would take place as scheduled on the 27<sup>th</sup>.

**Adjournment**

Motion to adjourn by Van Boxtel. Seconded by Driessen.

Motion carried unanimously.

Meeting adjourned at 6:17 PM

Drafted by:

Tony Wiczorek

Approved by:

Carol Van Boxtel