

## **Kaukauna Public Library Board Minutes**

September 22, 2015

**Board President Gary Keating** called Kaukauna Public Library Board Meeting to order at 5:30 PM on September 22, 2015.

*Present at the time the meeting was called to order: C. Fallona, G. Keating, J. Lucas, L. Meyerhofer, C. Van Boxtel, M. Kilgas, and P. Landreman.*

*Excused: F. Brewster and J. Vondracek*

*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**

- None

### **Action Items**

- Consent Agenda
  - The following motions were presented:
    - August Board meeting minutes
      - An error in the August minutes was noted
      - Wieczorek will make a change to the August minutes indicating the meeting ended at 6:57 PM.
    - August Financial reports
    - 2<sup>nd</sup> Quarter Investment Report
    - 2016 Closed Days
  - Motion to approve the above by Van Boxtel. Seconded by Fallona.
  - Motion carried unanimously.

### **Reports**

- Statistics
  - A question was raised of the accuracy of the door count.
  - The current reader is of questionable reliability but the newly installed security gates contain a counter that is not yet online but which will be made so.
- Director's Report.
  - Wieczorek reported on some preparations already being made for the move to the new facility.
  - Lucas asked for an update on why there was a change from four to three separate meeting rooms. Wieczorek said the change was due to structural issues but that the third meeting room could in fact be separated into two spaces given the right conditions.
- Programming Librarian's Report.
  - Thiem-Menning was asked to clarify on themes. She reported that the focus is on making them more fun and little less educational.

- Thiem-Menning reported a collaborative effort with KARMA and the Grignon Mansion Friends organization to hold a Fall Festival at the Mansion.
- She also reported a book sale in September and November which would include a rummage sale dimension.
- The Friends of the Library will also be hosting a fund raising dinner at Van Able on November 14 with activities for children. Kaukauna High School students will provide entertainment and assistance throughout the event.
- Technology Coordinator's Report.
  - Report presented without comment or question.
- Motion to place all reports on file by Landreman. Seconded by Lucas.
  - Motion carried unanimously.

**Old Business:** None.

**New Business:**

- Motion to Move into Closed Session by Lucas. Seconded by Van Boxel.
  - Motion carried unanimously.
- Motion to return to Open Session by Van Boxel. Seconded by Fallona.
  - Motion carried unanimously.
  - Back in open session Board members said they would rank Wieczorek's 2016 goals and report back in October on which would be most important for the coming year.
- Motion to approve Director's evaluation by Meyerhofer. Seconded by Fallona.
  - Motion carried unanimously.
- Landreman brought to the Board's attention some concerns of the Library Foundation:
  - He suggested all funds donated to the Library be routed to the Foundation.
  - After discussion it was decided to let things remain status quo until the building project is completed.
  - He also recommended the fund raising signs be taken down as a way of preparing for the next phase of fund raising. Board had no issue with this.

**Adjournment**

Motion to adjourn by Lucas seconded by Van Boxel.  
 Motion carried unanimously.  
 Meeting adjourned at 6:25 PM

Drafted by:  
 Tony Wieczorek

Approved by:  
 Carol Van Boxel