

Kaukauna Public Library Board Minutes

May 24, 2016

Board President Gary Keating called the Kaukauna Public Library Board Meeting to order at 5:30 PM on May 24, 2016.

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

Excused: C. Fallona

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

- Keating welcomed Diana Driessen back to the Board as a member replacing Florence Brewster.
- Gerri Moeller, Director of the Outagamie Waupaca Library System, was invited to explain about the use of collection agency to recover fines and fees by OWLSnet Libraries.
- Following Moeller's presentation election of new Board officers took place.
 - Gary Keating was re-elected as Board President for one more one year term.
 - Joe Lucas continues as Vice-President for another one year term.
 - Jane Vondracek and Carol Van Boxtel were both re-elected as Board Treasurer and Secretary respectively.

Action Items

- Motion by Meyerhofer to adjust agenda to discuss the use of collection agency to recover fines. Seconded by Kilgas. Motion carried unanimously.
 - Moeller explained some of the history behind the recent addition to State Statute 43.30 that allows libraries to use a collection agency to recover fines and fees as well as conditions.
 - Fees accrued must be on excess of \$50.00
 - Bills would only be issued on fees accrued after February 29, 2016, the date the bill was adopted.
 - Some OWLSnet libraries have already passed such a resolution but are looking for consensus among consortium libraries before moving forward.
 - OWLS is proposing the use of Unique Management as the as the collection service.
 - Unique does not actually collect funds. Rather they contact patrons and inform them about past bills.
 - Money collected on fees to material from other libraries paid to the member library would be responsible for returning the portion of fees owed to the owning library.
 - Unique would charge the library sending patrons to collection \$8.95. This would be offset by the addition of \$10.00 to the patron's account.
 - Other means of collecting overdue fees and fines remain, e.g., City attorney offices, TRIP, SDC, Police and/or Sheriffs offices.
 - By agreement these other forms of collection would be secondary to Unique

- Board members asked several questions which could not yet be answered fully.
- Meyerhofer moved the discussion be tabled until Wieczorek has sufficient information to make a qualified recommendation. Motion passed unanimously.
- Consent Agenda:
 - Approval of April Board Meeting Minutes
 - Approval of April Financial Reports
 - Approval to close Library on June 10, 2016 for ALICE training.
- Motion to approve the above by Meyerhofer. Seconded by Vondracek.
- Motion carried unanimously.

Reports

- Director's Report.
 - Wieczorek gave an update on parking.
 - Signs should be posted informing patrons of the parking lot on the river side.
- Programming Librarian's Report.
 - Board members again commented particularly on how much they appreciate and enjoy the pictures in Thiem-Menning's reports.
- Technology Coordinator's Report
 - Keating recommended signs helping patrons identify the locations of the online catalogs.
- Friend's Report
 - Thiem-Menning reported a book sale was scheduled for June 1-3 and asked for help in staffing it.
- Foundation Report
 - Landreman announced that a meeting of the Foundation Board had been scheduled for May 12, 2016.
 - The Foundation will be working on fund raising for the Interactive Learning Garden.
 - They are also planning an estate planning workshop for fall.
- Motion to place all reports on file by Vondracek. Seconded by Driessen.
- Motion carried unanimously.

Adjournment

Motion to adjourn by Meyerhofer. Seconded by Landreman.

Motion carried unanimously.

Meeting adjourned at 6:24 PM

Drafted by:
Tony Wieczorek

Approved by:
Carol Van Boxtel