

Kaukauna Public Library Board Minutes

October 25, 2016

Board President Keating called the Kaukauna Public Library Board Meeting to order at 5:32 PM.

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

Excused:

Also present: T. Wieczorek, E. Fuller, L. Fuller

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

- Evan Fuller accompanied by his mother attended the meeting as part of a school assignment.

Action Items

- Motion to move the closed session to the end of the meeting.
 - Motion by Lucas. Seconded by Vondracek.
 - Motion carried unanimously.
- Consent agenda
 - The following motions were presented.
 - September Board Minutes
 - September Financial Reports
 - 3rd Quarter Investment Report
 - Discussion
 - Lucas asked about the deposits on the 3rd Quarter investment report. Wieczorek said they were due to recent donations and the payment of pledges.
 - Meyerhofer asked why the accounts that were to have been closed still appeared on the 3rd Quarter report. Wieczorek said they hadn't yet been closed. Vondracek said they would have appeared on the report in any event.
 - Motion to approve Consent Agenda by Driessen. Seconded Van Boxtel
 - Motion carried unanimously.

Reports

- Director's Report
 - Meyerhofer asked about the process for the wire transfer method used to pay Horizon for building construction. He advised that Wieczorek should check with the Finance Director to ensure proper procedure is used in the future.
 - Lucas appreciated the section about trends in library services.
- Programming Librarian's Report.
 - Board commended Thiem-Menning for the success in programming.
- Technology Coordinator's Report
 - Keating appreciated the update by Heise.
- Friend's Report

- Wieczorek asked Board members to consider sponsoring some baskets for the silent auction.
- Foundation Report
 - Landreman gave a report on the estate planning seminar. The event provided good exposure for the Foundation and offered good information. Thirty-seven people attended. Follow up calls by Foundation Board members were very effective.
 - Foundation officers would be meeting with the City attorney to sign 501(c)3 papers later in the week.
 - Plans for fund raising activities in 2017 were again presented and discussed.
- Motion to place all reports on file by Vondracek. Seconded by Driessen.
- Motion carried unanimously.

Closed Session

- Motion to Move into Closed Session to explain banning notices by Meyerhofer. Seconded by Driessen.
- Motion carried unanimously.
- Motion to return to Open Session by Driessen. Seconded by Fallon.
- Motion carried unanimously.

Adjournment

Motion to adjourn by Meyerhofer. Seconded by Driessen.

Motion carried unanimously.

Meeting adjourned at 6:17 PM

Drafted by:

Tony Wieczorek

Approved by:

Carol Van Boxtel