

Sauk City Public Library Board of Trustees Meeting

05/14/2018

Board President Ben Miller called meeting to order at 7:00 pm.

Roll Call – Present were Ben Miller, Lori Brattset, Julie Rogers, Lynn Rausch, Shari Cook, Michael Wipperfurth, and Matt Tredinnick. Also present were Library Director Emily Judd and Julie Roelke, representing Friends of the Library.

Additions/Changes to Agenda – Short Takes for Trustees video changed to “Succession Planning and New Board Orientation”.

Citizen Comment – None.

Consent Agenda (Previous Meeting Minutes, Financial Report, Library Bills, Trust Find Bills) – Julie Rogers motioned to approve, Lynn Rausch seconded, motion carried.

Friends of Library Report – Julie Roelke gave presentation on all items the Friends of the Library provided this year, including a new picnic table, 3D printer, a new 32” digital sign at check-out desk, comfort mats for staff, and electric pencil sharpener. Events they provided included BINGO, and Friends enrollment is up to 27 people. Julie Roelke also proposed a “Little Free Food Pantry” for the library, with a proposed test duration of six months.

Librarian’s Report – Emily Judd

Short Takes for Trustees – “Succession Planning and New Board Orientation”

Business – Consider/Approve/Deny Little Free Food Pantry. A six month test duration was suggested, as well as keeping the Pantry inside for now. Lori Brattset motioned to approve, Julie Rogers seconded, motion carried.

Discussed Village Board Meeting being held at Library on Tuesday, May 29th.

Discussed Submitting Fundraising Request For Proposal (RFP).

Discussed Basement Leaks.

Consider/Approve/Deny Closing at 5:00 pm on June 4th for a staff in-service. Michael Wipperfurth motioned to close, Shari Cook seconded, motion carried.

Consider/Approve/Deny Fire and Security Proposals and decided to ask vendors to be present at July Board Meeting to present their services and answer questions.

Consider/Approve/Deny Continuing Hoopla Subscription. Julie Rogers motioned to subscribe for one year using Moely donations, Lori Brattset seconded, motion carried.

Consider/Approve/Deny Wi-Fi Access Point downstairs to provide better internet access to all areas of the building. Lori Brattset motioned to approve installation, Shari Cook seconded, motion carried.

Consider/Approve/Deny Number of Signatures needed for Authorizations on Bank of Prairie du Sac accounts. Michael Wipperfurth motioned to approve needing two signatures, Julie Rogers seconded, motion carried.

Discussed Changing the Refund Policy at Front Desk for lost items.

Communications – Bonnie McGuine sends her best wishes via a greeting card.

Future Agenda Items – Discuss Changing Refund Policy at Front Desk.

Carter Arndt from MSA to appear in June to present and answer questions regarding Library Addition.

Discuss Village Board Meeting held at Library on Tuesday, May 29th.

Discuss July Fire and Safety presentations.

Adjourn – Julie Rogers motioned to adjourn, Lynn Raush seconded.

(Next meeting – 06/11/2018)