

March 11, 2014

Westboro Public Library Board Meeting

1. Meeting was called to order at 6:08 PM by Vice-President Ed Schlosser.
2. Roll Call—Trustees present Ed Schlosser, Nancy Wiitala and Lori Hanson. Also present was Library Director Candice Smith.
3. Motion to approve order of agenda was made by Wiitala. Second by Hanson. Motion carried by voice vote.
4. Motion to approve February 25 minutes as presented was made by Hanson. Second by Wiitala. Motion carried by voice vote.
5. Motion to approve Treasurer Report as presented was made by Wiitala. Second by Hanson. Motion carried by voice vote.
6. Motion to pay bills as submitted was made by Wiitala. Second by Hanson. Motion carried by voice vote.
7. Directors report. It was reported that Marlene Rymer and Debbie Koehler have both resigned from the board. Circulation for the month of February was reported as 641 which was down from February 2013 at 708, but up from January 2014 at 619. Director gave a report of the Webinar she attended February 28. Smith attended more than the 4 hours that were pre-approved for paid hours, and she volunteered the additional hours. She will attend mandatory training on February 24, in Medford for Cataloging and Data Integrity. Smith moved the children's area to the other side. There is a tentative date of May 17 for the program. Discussion was held regarding the program. Discussion was also held regarding possible interested persons to fill Koehler's seat.
8. Discussion was held regarding possible purchase of a wall projector screen which would have a cost of \$600 - \$800. We will be asking schools, churches, etc if they have any used screens for sale or borrow. Item was tabled until next month.
9. Discussion was held regarding updating by-laws. Hanson volunteered to go online and complete by-laws to bring to April meeting for action.
10. Discussion was held regarding to a line item on the Budget for carryover funds. A carryover fund from 2013 to 2014 was \$7,531.61.
11. Payroll concern will go to the town at the next town board meeting.
12. Public Input. Wiitala reported that she had spoken with school administrator Lori Manion regarding the need to have a new school representative appointed to the board. Manion will be addressing that issue. Wiitala further reported that Manion had given the dates for RibLake summer school as June 9-26 and July 7-24. Registration for summer school will be in April and she will let us know what classes will be held at a later date. Wiitala further handed out information for two surveys that the school is doing.
13. Vice President Schlosser announced to all present at the meeting the intention of going into closed session under Wis.Stat.19.85(1) for personnel reasons. Motion to enter closed session was made by Wiitala, Second by Hanson. Roll call vote was taken. Wiitala, Hanson and Schlosser all voting aye. Director Smith was invited into closed session. Closed session was entered at 6:57 PM.
14. Board returned to open session at 7:17 PM. No action was taken.
15. The next regular meeting will be held April 8, 2014 at 6:00 PM
16. Motion to adjourn was made by Hanson. Second by Schlosser. Motion carried by voice vote. Meeting was adjourned at 7:19 PM

Submitted by secretary Nancy Wiitala