Westboro Public Library Board Meeting

January 12, 2016 - Minutes

1). Meeting called to order at 6:03pm by President Nancy Wiitala.

2). Roll Call – Trustees present – Nancy Wiitala, Lori Hanson, Lori Dums and Laura Jacobson. Library Director Candice Smith.

3). Motion to approve order of Agenda made by Wiitala, 2nd by Dums. Motion carried.

4). Motion to approve the December meeting minutes made by Dums, 2nd by Jacobson. Motion carried.

5). Act on treasurer’s report: Motion was made to accept the Treasurer’s report by Hanson, 2nd by Jacobson. Motion carried.

6). Act on bills submitted for payment. Motion to pay bills as submitted was made by Wiitala, 2nd by Dums. Motion carried.

7). Director’s Report: Circulation for December 2015 was 675. Director Smith reported the Westboro Library received a check for $500 from Nicolet Bank. Some suggestions to allocate the monies were a 3’ x 4’ or 3’ x 5’ table for kids to work at. Possibly find someone willing to donate time to build one. Another suggestion was to purchase a Lego Mindstorm kit for age group 10yr. and up. Possibly form a Robots program – download app on tablet. Gaming - Could also get parents involved. She also reported on ‘Fun in Libraries’ workshop. There were several speakers, mainly geared toward preschool age children.

8). Discuss and act on Budget for 2016. Brief discussion on worksheet to allocate monies. No action taken.

9). Library Board to move to closed session. A motion was made by Dums to move to closed session at 6:35pm and 2nd by Jacobson pursuant to WI Statutes 19.85 (1) (c) to discuss performance evaluation and compensation, or performance evaluation date of any public employee under the jurisdiction of this particular governmental body.

* a. Review and discuss employee evaluation and pay increase

 Roll call: Nancy Wiitala, Lori Hanson, Lori Dums, Laura Jacobson. Motion carried.

10). Library board to move to open session. A motion was made by Dums to move to open session at 6:45pm and 2nd by Jacobson pursuant to WI Statutes 19.83. Roll call: Nancy Wiitala, Lori Hanson, Lori Dums, Laura Jacobson. Motion carried.

11). Library will act on wage increase. Motion was made by Wiitala to increase Assistant Aaron Stibbe wages to $9.00 per hour, 2nd by Dums. Motion carried.

12). Public Input. Director Smith suggested possible Cocoa and Canvas event at the end of February. She also noted that the winners of the drawing from the Christmas Ornament – Adult activity were Mary Wagenknecht and Lila Voda.

13). WVLS Trustee Essentials Chapter 19 – Library Director Certification. Brief discussion on required certifications. Chapter 20 will be discussed at the next meeting.

14). The next regular meeting was set for February 9, 2016 @ 6:00pm.

11). Motion to adjourn was made by Dums, 2nd by Jacobson. Motion carried. Meeting adjourned at 7:03pm.

*Submitted by Secretary Lori Hanson*