Westboro Public Library Board Meeting

September 8, 2015 - Minutes

1). Meeting called to order at 6:07pm 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 Dums, 2nd by Jacobson. Motion carried.

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

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

6). Motion to pay bills as submitted was made by Wiitala, 2nd by Jacobson. Motion carried.

7). Director’s Report: Circulation for August 2015 was 780. United Way has asked all beneficiaries of funds from the United Way to help with selling tickets for their upcoming Casino Night – September 25, 2015 at the Veranda in Medford. Brief update on the Art/Science program starting Tuesday, September 15, 2015 at 4pm.

8). Discuss and act on Workshops. Motion was made for Director Smith to attend upcoming Discovery Demo Day in Wausau on September 23, 2015 by Wiitala, 2nd by Jacobson. Motion carried. Motion was made for Director Smith to attend Directors Retreat in Wausau on September 17, 2015 from 9am – 3pm by Dums, 2nd by Jacobson. Motion carried.

9). Discuss and Act on Butterbraid Fundrasier. Update from Director Smith regarding pricing. Discussion around selling timeframe (possibly 2 weeks), who will sell, pre/post holiday. What will the goal be set at? Possibly sell in November. No action taken. Further research to take place. Tabled until October meeting.

10). Discuss and Act on information concerning Art and Cork night. Wiitala reported she purchased cups for the event. A minimum of 10 people is needed to instruct the class. If 10 people do not RSVP, no class will be instructed. Wiitala to pick up desserts for the event. Hanson received a donation from County Market of 3 bottles of Wisconsin wines. Dums to provide 3 bottles. Jacobson to provide 1 bottle. Wiitala to provide 1 bottle.

11). Discuss and Act on new Board Member. No action taken.

12). Public Input. Wiitala reported a small donation was received at the music program held on August 22nd. Director reported that there are donated books available – adult and children for clearance. Wiitala reported the town is looking for members to volunteer on the Playground Committee/look into grants . Director Smith also reported there will be no Ads placed for the Wine and Paint event in the Star News or Shopper.

14). WVLS Trustee Essentials Chapter 16 – Ethics and conflict of Interest Laws. A brief discussion took place on whether it is appropriate to have family members on the board and library staff. Chapter 17 – Membership in the Library System will be discussed at the next meeting.

15). The next regular meeting was set for October 13, 2015 @ 6:00pm.

16). Motion to adjourn was made by Wiitala, 2nd by Dums. Motion carried. Meeting adjourned at 7:24pm.

*Submitted by Secretary Lori Hanson*