

**Sturm Memorial Library
Board of Trustees Meeting
October 10, 2017**

Meeting was called to order at 5:31pm by President Judy Trull.

Members present: Trull, Barb Baumgartner, Jennifer Brickey, Mona Golla- Kolosso, Alice Brown, Blair Olsen. Library Director Ellen Connor, also present.
Excused- Dr. Melanie Oppor.

Introduction of Visitors: Jessica Beckendorf-UW Extension

Approval of the Agenda: Motion by Brown/Baumgartner, Motion Carried

Audience to Visitors: Jessica Beckendorf presented review and explanation of the SML long range plan.

Approval of September Meeting Minutes: Motion by Golla-Kolosso/Brown to approve minutes. Motion carried. (there needs to be a correction in the August minutes that was not caught)

Approval of Library Bills: Motion by Brickey / Olsen to approve general bills of \$1,752.52 and Capital Expenditures of \$975.00. Motion carried

Monthly Budget Report Distribution: Director Connor explained August and September Budget.

Library Director's Report: No questions for Director Connor.

Committee Reports:

Building Committee-

1. Cement Project Update- Completed repairs on steps and railings the last two weeks in September. Steps are within code.
2. Delaying sealing of main entrance to spring. Some money was withheld until spring.
3. Landscaping Update- project is completed.
4. Snow Removal Update- Director Connor contacted many individuals and several companies. Quality Concrete would do the job @\$70 an hour. Connor will put an ad in the Waupaca County Post this week for the position.

Finance & Personnel-

1. 2018 Budget- Wait until the end of October to get report from City Clerk.
2. Collection of Director Evaluations- Done and meeting with Director Connor set for Nov. 14th at 4:30 pm.
3. Committee Report re: Personnel Manual Review- Cleanup of language, eliminated form to evaluate staff. Added a policy on staff use of social media.

Policy Committee- Nothing to Report.

Communications:

Sturm Memorial Library received a donation of \$100 from Jan Kraetsch to be applied to Children Programs.

Unfinished Business:

1. Library Programs:
 - a. Kelly Ranstack – Hiking in National and State Parks -Wed. Oct.18@ 6:30pm.
Dr. Scott Emmert- Looking Back 100 Years- Tues. Nov.7 @ 6:30pm.
 - b. Dedication of the Veterans Memorial
 - c. Lynn Hokenstad will co-ordinate with School District in the spring to bring in a children's author.

2. Knights of Columbus CD: Director Connor spoke with representative of the KC's about moving the money out and using it for something recognizing the Knights of Columbus in the library. He wants input from other members. Connor will make contact with other members.

New Business:

1. Computer Inventory/Purchases- There is a need to replace one of the computers.

Next Meeting Date: November 14, 2017 @ 5:30pm.

Adjournment-Motion by Brown/ Golla- Kolosso to adjourn the meeting at 7:00pm. Motion carried.

Respectfully Submitted:
Barb Baumgartner, Secretary