

**Sturm Memorial Library
Board of Trustees Meeting
December 11, 2018**

Meeting was called to order at 5:33pm by President Judy Trull

Roll Call: members present: Judy Trull, Alice Brown, Barb Baumgartner, Coleen Phelan, Mona Golla-Kolosso, Dr. Melanie Oppor, Library Director Ellen Connor also present. Blair Olsen- 5:37pm and left at 7:00pm.

Introduction of Visitors: none

Approval of Agenda: Motion by Golla- Kolosso/ Brown to approve agenda. Motion carried.

Approval of November 2018 Minutes: corrections -B&B to B&D Carl Foundation and removal of wording (Blair Olsen volunteered to do the study). Motion by Oppor/ Golla-Kolosso to accept November minutes with corrections. Motion carried.

Approval of Library Bills: Motion by Oppor/ Phelan to approve Donation Bills of \$1214.24 and General Bills of \$453.87. Motion carried.

Distribution of Monthly Budget Report: Director Connor explained the report.

Library Director's Report (Previously Distributed): Director Connor expressed concern in the drop of circulations over the past two years. Discussion.

Committee Reports:

Building Committee:

1. Security Cameras for Back Parking Lot- Discussion on cost of cameras. Connor received a rough quote from H&S on how much one additional camera would cost. In the meantime, Connor contacted the MPD for their vendor info and has a meeting set up with Keith Gowdy on December 17th.

Finance & Personnel-

1. 2019 Budget (Employee Salaries)- Discussion of comparison with city employees and library employees. The Committee set a meeting date for January 16th (Wed.) at 4:00pm for salary study for SML employees.

Motion made by Oppor/ Golla-Kolosso for the Committee to stay within the City's budget at 3% as per City's budget approval. Motion carried.

2. South Central Library System Foundation Investments- Director Connor reported SML's investments are officially in the SCLSF. (South Central Library System)

3. Senior Training Employment Program- Director Connor explained the resignation of the individual. Discussion.

Policy Committee: Nothing to report.

Communications: The Library received a \$50 donation from the Waupaca HCE Association. Received a donation from Barbara Jacques for \$20 to be used to buy cookies for children.

Unfinished Business:

1. Meeting Room Upgrades: Nothing to report
2. Printer/Copier Upgrades: Director Connor explained the different companies' machines and is expecting proposals update by next SML Board meeting. Discussion.
3. New Logo for SML – Director Connor is requesting Board members to submit three (3) ideas to her through email before January meeting.

New Business:

1. Freedom Park Events and Library and Parking Lot Closures- Director Connor expressed support for the Freedom Park, but is concerned over blocking by the Park of the Library's excess exit. Discussion.
- 2.

Motion to extend the meeting at 7:30pm by Brown/Oppor. Motion carried.

Further discussion on the issue.

3. Board Per Diems- Director Connor distributed to each Board member their Per Diem sheets.

Next Meeting- January 8, 2019 @ 5:30 PM

Adjournment- Motion by Brown/ Golla- Kolosso to adjourn @ 7:38pm Motion carried.

Respectfully Submitted:

Barbara Baumgartner, Secretary