

**Sturm Memorial Library  
Board of Trustees Meeting  
August 14, 2018  
Minutes**

Meeting was called to order at 5:33 p.m. by President Judy Trull.

Members present: Judy Trull, Blair Olsen, Mona Golla-Kolosso, Coleen Phelan, Dr. Melanie Oppor arrived at 5:38p.m., Alice Brown arrived at 6:26 p.m. Library Director Ellen Connor also present. Excused- Barb Baumgartner.

**Introduction of Visitors:** Joe Starr from The Manawa Veterans Freedom Park Committee.

**Approval of the Agenda:** Motion by Golla-Kolosso/ Olsen to approve the Agenda. Motion carried.

**Approval of Library Bills:** Motion by Olsen/ Golla-Kolosso to approve July 2018 general bills of \$2,009.19 and Donation Expenditures of \$2,271.64. Motion carried.

**Audience to Visitors:** Joe Starr presented a proposal/ contract from American Asphalt of Wisconsin for blacktopping Manawa Veterans Freedom Park lot and driveway including the back Library exit portion of driveway, approximately 10'x 197'at an estimated cost of \$3,000-\$4,000. He's expecting the work to be done this fall along with other projects in the area in October. City will maintain the blacktopped areas. Mr. Starr also discussed security camera installation at M.V.F.P. and the opportunity for Sturm Memorial Library to install a camera to view its back parking lot at the same time, a cost of approximately \$300.

### **Committee Reports**

#### **Building Committee:**

1. **Railings-** Martell Construction are not participating in communication efforts regarding the repainting of the already rusting rail plates. Stiegenberger advised to do nothing yet.
2. **Paving driveway-** Motion by Dr. Oppor/ Golla-Kolosso to partner with M.V.F.P. to blacktop the back exit driveway as proposed by American Asphalt of Wisconsin not to exceed \$3,500. Motion carried.
3. **Split Rail Fence-** There is one bid of \$1,800 from The Green Boys. Director Connor and Mrs. Trull will talk with Manawa City Improvements and Services Committee (Mike Frazier) regarding grounds maintenance and upkeep.
4. **Security Camera-** Discussion on whether it's a need and privacy concerns.
5. **Library Roof-** Dip/ sag noticed. Van De Hey Roofing was consulted and did not find it to be an issue to pursue at this time. Director Connor will follow up with another opinion, possibly Crafts Inc. Roofing.

## **Finance & Personnel**

1. **SCLSF Investment-** Discussion. Motion by Dr. Oppor/ Brown to invest with South Central Library System Foundation the Community First Bank \$103,000 CD and First State Bank \$20,900 CD that are maturing in October. Motion carried.
2. **2019 Preliminary Budget-** 2019 Waupaca County Library Budget Request with a Change of \$10,389 discussed.
3. **Additional Staff on Signature Cards-** discussed long process and success in adding Blair Olsen and Lyn Hokenstad to Signature Cards.

## **Policy Committee:**

1. **Policy Manual of the Sturm Memorial Library-** Director Connor presented the additions, deletions, and revisions to the Policy Manual. Discussion. Motion by Brown/ Golla-Kolosso to approve additions, deletions, and revisions. Motion carried.

## **Communications:**

SML received a donation of \$250 from Jan Kraetsch in honor of Lyn Hokenstad and her recovery to be applied to youth programming and/ or materials.

SML received a donation of \$100 from William St.George.

SML received a Thank you card from the LWHS Special Education Department.

## **Old Business:**

1. **Knights of Columbus-** Motion by Dr. Oppor/ Brown to use funds from The Knights of Columbus CD to upgrade the meeting room facilities. Motion carried.
2. **Youth Advisory Position-** Discussed a 1 school year term, application with due date to be March 1st, and accessibility for home schooled youth with equivalent to junior/ senior education level.

Motion by Brown/ Dr. Oppor to extend meeting. Motion carried.

3. **OWLSnet-** Motion by Dr. Oppor/ Olsen to accept OWLSnet Automation Agreement. Motion carried.

## **New Business**

### **1. Library Programs:**

- a. Finding Joy: an evening with Joy Cardin. Tuesday, October 2 at 6:30 p.m.
- b. Chad Lewis: Wisconsin's most haunted locations. October 24 at 6:30 p.m.
- c. Book Talk. Thousand Miler: Adventures Hiking the Ice Age Trail Wednesday, November 14 at 6:30 p.m.

2. **Purchase of Ipads, Chromebooks, Scanners-** Discussion. Motion by Dr. Oppor/ Golla-Kolosso to allow purchase of Ipads, chromebooks, and scanners for SML not to exceed \$1,000.

**Next Meeting Date:** September 11, 2018 @5:30 p.m.

**Adjournment-** Motion by Brown/ Golla-Kolosso to adjourn the meeting at 7:38 p.m. Motion carried.

Respectfully Submitted,  
Coleen Phelan