

**Sturm Memorial Library  
Board of Trustees Meeting  
Tuesday August 13, 2019  
Minutes**

The August 13, 2019 meeting of the Board of trustees of the Sturm Memorial Library was called to order at 5:30 p.m. by President Judy Trull.

Members present: Trull, Blair Olsen, John Mann, Mona Golla-Kolosso. Melanie Oppor arrived at 5:33 p.m. Alice Brown and Coleen Phelan were excused. Also present: Library Director Ellen Connor.

Move Kolosso/Olsen to approve the agenda after slight change to new business item. Motion carried.

Move Oppor/Kolosso to approve the July 2019 minutes.

The July budget report was distributed. Connor noted that the library was under budget and said she would do a re-check of the numbers.

Move Olsen/Oppor to approve library bills in the amount of \$1552.22 and donation account bills in the amount of \$228.35. Motion carried.

**Committee Reports:**

**Building Committee:**

The 2<sup>nd</sup> painter that was going to submit a bid for projects declined on the basis of the railing plates. The first bid received did not include the interior hallway. Connor called the painter and he has not followed up. Connor will contact Christensen's and find another painter to submit a bid for the September meeting. The painting projects will not include the railing plates. Discussion on the railing plates along the ramp and steps: Trull will talk to Crosscut Solutions and Connor will contact Abrahamson Body & Equipment.

Sealcoating driveway: Move Oppor/Kolosso to award Wolf River Asphalt & Sealcoating bid to sealcoat the driveway this fall. Motion carried. Connor will contact Wolf River and set up a time to get this project completed.

Landscaping: Connor provided the quote from Green Boyz for landscaping projects. Move Olsen/Kolosso to proceed with Green Boyz proposal. Motion carried.

**Finance & Personnel Committee:**

Connor updated board on the CD renewal at Premier Bank. Connor will call Premier to confirm correct investment period.

Connor distributed information on the 3% wage adjustment for staff (not director) for 2020. This is an adjustment that will occur whether there is a cost of living raise or not

on the part of the city. Impact on social security and retirement benefits is approximately \$200.00. If necessary, the approximately \$1600 needed to pay for the adjustment will come from materials budget. Connor will attend the first budget meeting the city has to present the library's plan to the city.

Connor presented a preliminary 2020 worksheet but no numbers have been firmly established pending budget meetings.

### **Policy Committee:**

The committee will plan a policy review meeting before the end of the year.

**Communications:** The Library received donations from A. Sturm & Sons Foundation, Waupaca County Master Gardeners and Marie Gehrke, in memory of Paul Gehrke. Connor will send thank you notes.

### **Old Business:**

Program updates: Connor updated board on upcoming programs: Packers Century on August 22<sup>nd</sup>; Manhattan Short Film Festival in September-October, Manawa Art Tour on September 21<sup>st</sup>, Manawa Fall Festival on October 5<sup>th</sup>, Chad Lewis on October 8<sup>th</sup>.

Library Logo: Connor will contact Kelly Ramstack to see if she is interested in designing a logo for the Library.

Meeting Room Updates: Connor is meeting with Office Technology Group again to discuss tech updates for the meeting room.

### **New Business:**

The director and board did a quick review of the goals in the strategic plan. Connor outlined some of the goals that have been started and will come up with a plan for accomplishing the other goals.

Request by Director to attend the Wisconsin Library Association conference in October: Move Oppor/Olsen to approve director attending the conference with registration and hotel paid by continuing education budget. Motion carried.

Next meeting date is September 10<sup>th</sup> at 5:30 p.m. Connor reminded members that the October meeting will be on Monday October 7<sup>th</sup> instead of Tuesday October 8<sup>th</sup>.

Move Oppor/Olsen to adjourn the meeting at 7:05 p.m.

Respectfully Submitted:

Ellen Connor, Director