

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

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

Roll Call- members present: Judy Trull, Barb Baumgartner, Coleen Phelan, Mona Golla-Kolosso. Alice Brown, Library Director Ellen Connor also presented. Melanie Oppor arrived at 5:37. Blair Olsen arrived at 5:45

Introduction of Visitors- Dennis Stiegenberger

Consent Agenda:

- A. Approval of Agenda**
- B. Approval of August 14,2018 Minutes**
- C. Approval of August Director Report**

Motion by Golla-Kolosso/ Phelan to approve Consent Agenda. Motion carried.

Approval of Library Bills/ Distribution of Monthly Budget Report- Motion by Brown/ Phelan to approve donation bills of \$ 2,197.87and general bills of \$1,746.14. Motion carried. Discussion on Budget Report. Director Connor informed Board office supplies budget will run over.

Audience to Visitors- Dennis Steigenberger

Dennis reported meeting with Martell Construction about the railing rusting and chip paint. Martell deny any more action to be done by them. They offer \$1100 credit off their contract with SML along with a prior \$3000 refund agreed on the front entrance work. Total refund would be \$4,100.

Discussion of options: 1. take the refund offers and pay off Martell Construction or 2. go to litigation. After much discussion it was decided by the Board to take the offers and pay off Martell Construction. Stiegenberger will prepare final documents and submit them to the Board for approval.

Committee Reports:

Building Committee:

1. Railing Repairs/ Martell Construction- See Audience to Visitors- Steigenberger's presentation.
2. Blacktop Road Update- Director Connor expressed concern of the back exit being blocked while the road is being blacktopped.
3. Split Rail Fence Bids - Director Connor presented two bids on the Fence:
 - Green Boys Lawn Care-\$1895.00
 - Daryl Vercellotti Construction- \$1513.68.Connor is waiting for another bid from Joe Wyngaard.
4. Library Roof- Van De Hey Roofing gave Director Connor explanation for the sag in

the roof. It presents no concern and is not an issue.

5. Meeting with Improvements and Service Committee Update- Connor would like an open dialogue with the committee about maintenance of the Library. Brown will contact the chairperson of the committee and see about scheduling a meeting through City Clerk Cheryl Hass.

Finance & Personnel:

1. CDs at Premier and First State Banks:
Motion by Oppor/ Golla-Kolosso to cash out the Knights of Columbus CD and put it in the Donation Fund for use of updating the meeting room and cash out CDs at 1st State and Community First that are coming up for renewal and invest them in the South Central Library System Foundation.
Motion carried.
2. Investment in SCLSF Update- Director Connor displayed the agreement with SCLSF.
3. 2019 Budget – Preliminary numbers to City Hall. Director Connor presented to the Board a preliminary budget with operating expenditures of \$167,726. The budget reflected a 3% increase overall and a 3% increase in wages. Connor would like the finance committee to study Lyn Hokenstad salary.

Policy Committee:

The updated Policy Manual was distributed.

Communications:

None

Old Business:

1. Tech Purchases- No purchases as yet.
2. Youth Advisory Position Description Update – Director Connor posted Position Description at Little Wolf High School and is sending to the HS teachers, also.

New Business:

1. Director to Attend 2019 Rural Libraries Conference – Director Connor would like to go to September 2019 conference in Burlington, Vermont. Registration is in April 2019.
2. Trustee Education: Director Connor reported on Trustee Webinar on Advocacy/Action. She encouraged Board members to check into the programs on the Webinar.
3. OWLS Board Members & Administrators attending Oct 2018 meeting- The OWLS president and three OWLS board members will be attending the October's meeting.

Next Meeting- October 9, 2018 @ 5:30 PM

Adjournment- Motion by Brown/ Phelan to adjourn @ 7:27pm Motion carried.

Respectfully Submitted:

Barbara Baumgartner, Secretary