

11345 North Cedarburg Road, Mequon, Wisconsin 53092

# Minutes of the Board of Trustees March 12, 2014 Meeting Approved as of April 9, 2014

The Frank L. Weyenberg Library Board of Trustees' regular meeting was held on Wednesday, March 12, 2014 at 6:00 p.m. in the Tolzman Community Room.

# I. Pledge of Allegiance

Acting President Brenda Richardson led the Pledge of Allegiance.

# II. Call to Order, Verification of Posting, Roll Call

Acting President Brenda Richardson called the meeting to order at 6:01 PM.

Posting of notice as of March 10, 2014 was verified.

Trustees present: Brenda Richardson, Acting President; Mimi Rosing, Secretary; Drew Wallach, Treasurer; Jeridon Clark, Stacey Names, Karen Dredge, Harold Nonken and John Hawkins.

Trustee Absent: Jill Miller and Rob Holyoke.

Staff Present: Linda Bendix, Library Director and Craig Jacobson, Community Relations Associate.

### III. Announcements

A. Next Board Meeting on Wednesday, April 9, 2014 at the Frank L. Weyenberg Library.

# **IV. Public Comment** (Limit of 5 min./person)

No members of the public were present.

# V. Approval of Minutes

Harold Nonken moved approval of February 12, 2014 Board Meeting minutes. Karen Dredge seconded. Motion carried.

#### VI. Financial Reports

A. Revenue and Expense Reports for February 2014

Drew Wallach reported that the second generation Revenue and Expense reports from the Village of Thiensville were included in the packet. These reports were similar to reports that the Board had previously received. With approximately 16% of the year completed revenues are as expected. Interest returns are low due to the rates available but the process is straightforward and transparent. Expense variances are due to irregular billing cycles, including in collection development. Of note, the Maintenance and Repair line from previous reports is now labeled as Building Supplies.

- B. Action Item: Accounts Payable Statement for February 2014
  Drew Wallach moved approval of the February 2014 Accounts Payable Statement in the amount of \$28,519.69. Brenda Richardson seconded. Motion carried.
- C. Action Item: Acceptance of Donations for February 2014

  Drew Wallach moved to accept donations in the amount of \$700.00. Stacey Names seconded. Motion carried.

# VII. Committee Reports

#### A. Finance

Drew Wallach reported that a regular meeting of the Finance Committee was held. The Committee discussed the monthly financials and reviewed the financial aspects of the Department of Public Instruction Annual Report. The Committee reviewed the Library's Gifts and Grants policy and has further discussion scheduled.

# B. Advocacy

Mimi Rosing reported that no meeting was held.

#### C. Personnel

Brenda Richardson reported that no meeting was held.

# VIII. President's Report

Brenda Richardson had nothing additional to report.

# IX. Director's Report

#### A. Library Operations

Linda Bendix noted that the statistical summary of Library Operations was included in the Board Packet. The Library was forced to close earlier in the month due to a frozen lateral that disrupted water service. The problem was blamed on extreme weather conditions and is not seen as an issue that requires further repair at this time. Ms. Bendix reported on the ongoing search for a Director of the Eastern Shores Library System. The Library's Fine Arts Series had opened its 2014 program with a popular performance by Siempre Flamenco. The Weyenberg Public Library Foundation had met and approved a list of projects to fund for 2014.

#### X. New Business

A. Action Item: Approval of the 2013 Wisconsin Department of Public Instruction Annual Report

Brenda Richardson reported that the draft Annual Report had been included in the Board Packet for review. The Board reviewed the statistical information and found it to be in order. The Board reviewed the draft response on System Efficacy and found it to be appropriate.

Stacey Names moved to approve the 2013 Wisconsin Department of Public Instruction Annual Report. Harold Nonken seconded. Motion carried.

# XI. Adjournment

There being no further business before the Board, Karen Dredge moved to adjourn. Harold Nonken seconded. The motion carried and the meeting adjourned at 7:00 p.m.

Respectfully submitted, Craig Jacobson, Community Relations Associate