



11345 North Cedarburg Road, Mequon, Wisconsin 53092

**Minutes of the Board of Trustees February 20, 2019 Meeting
Approved as of March 13, 2019**

The Frank L. Weyenberg Library Board of Trustees' regular meeting was held on Wednesday, February 20, 2019 at 6:00 p.m. in the Library Conference Room.

I. Pledge of Allegiance

Lisa Nowakowski led the Pledge of Allegiance.

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

Lisa Nowakowski called the meeting to order at 6:01 pm.

Posting of notice as of February 11, 2019 was verified.

Trustees present: Lisa Nowakowski, President; David Strifling, Vice President; Mimi Rosing, Secretary; Jennifer Bogli, Treasurer; Nancy Szatkowski, JanaLee Hitchcock, Alex Olson, Lauren Croix, John Wirth and Rob Holyoke.

Trustees Absent: None.

Staff Present: Rachel Muchin Young, Library Director; Ananda Kloppmann, Access Services Manager and Craig Jacobson, Business Manager.

III. Announcements

David Strifling announced that he has resigned from the Weyenberg Public Library Foundation Board of Directors. If any members of the Board of Trustees are interested in serving on the Foundation Board, they should contact Jim Friedman.

Jennifer Bogli announced that she has been elected to serve as a Director on the Weyenberg Public Library Foundation Board.

Nancy Szatkowski thanked the Board of Trustees for their kind thoughts.

Ms. Szatkowski has resigned from the Monarch Library System Board. If any members of the Board of Trustees are interested in serving on the Monarch Board, they should contact the Monarch system offices.

The Monarch Library System will be looking for an interim director effective immediately.

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

None.

V. Approval of Minutes

A. Action Item: Minutes of the January 13, 2019 meeting

Rob Holyoke moved to approve the minutes of the January 13, 2019 Board of Trustees meeting. John Wirth seconded. Motion carried.

VI. Financial Reports

A. Unaudited End of Year 2018 Revenue and Expense Reports

Jennifer Bogli reported on the unaudited end of year financial reports. All were found to be in order.

B. Revenue and Expense Reports for January 2019

The reports were not presented at this meeting.

C. Action Item: Accounts Payable Statement for 2018 Closing Entries

The reports were not presented at this meeting and no action was taken.

D. Action Item: Accounts Payable Statement for January 2019

The reports were not presented at this meeting and no action was taken.

VII. Committee Reports

A. Finance

No meeting was held.

B. Advocacy

No meeting was held. A reception for those who participated in the strategic planning session will be held on Sunday, April 7.

C. Personnel

No meeting was held.

VIII. President's Report

IX. Staff Reports

A. Library Operations Report

The Activity Report was included in the board packet. Library Director Rachel Muchin Young commented on the statistics, noting that in spite of the poor weather the Library's statistics were up on the previous year.

B. Director's Report

The written Library Director's report was included in the Board Packet. Rachel Muchin Young further reported that she was pleased to be returning to work full time. She added that the staff development day had been well received by participants. In addition, the Weyenberg Public Library Foundation approved the majority of the Library's 2019 requests, deferring a decision on the carpeting.

C. Staff Reports:

1. Access Services Manager

The written report was included in the Board Packet. Amanda Kloppmann commented further on the activities of the past month.

2. Business Manager

The written report was included in the Board Packet. Craig Jacobson commented further on the activities of the past month.

3. Patron Services Manager

The written report was included in the Board Packet.

X. New Business

A. Action Item: 2018 Annual Report

John Wirth moved to approve the 2018 Annual Report as presented. Nancy Szatkowski seconded. Motion carried.

XI. Trustee Training & System/State Library Update

There was nothing additional at this time.

XII. Future Meeting Dates

The next Board of Trustees meeting will be on March 13, 2019 at 6:00 p.m.

XIII. Adjournment

There being no further business before the Board, JanaLee Hitchcock moved to adjourn. Alex Olson seconded. The motion carried and the meeting adjourned at 7:00 p.m.

Respectfully submitted,
Craig Jacobson, Business Manager