

WEST BEND COMMUNITY MEMORIAL LIBRARY

630 POPLAR STREET, WEST BEND, WISCONSIN 53095 PHONE: 262.335.5151



MINUTES

West Bend Community Memorial Library Board Meeting
Tuesday, January 15, 2019 6:30 PM
630 Poplar Street, West Bend, WI 53095

1. Call to Order

Attendee Name	Title	Status	Arrived
Deborah Bartinkowski	President	Present	
Joanne Kline	Vice President	Present	
James Knepler	Treasurer	Present	
Karen Wachholz	Secretary	Present	
Douglas Rakowski	Board Member	Present	
Jessica Tortomasi	Board Member	Excused	
Al Jung	Board Member	Present	
Timothy Harder	School District Representative	Present	
Chris Jenkins	Alderman	Present	

2. Approval of the Agenda

- a. A motion was made to approve the agenda, moving item 9A West Bend Friends of Sculpture Partnership up to after the Consent Agenda

Doug Rakowski stated that he disapproved of the agenda, he wished to add an item to the agenda within the 24 hour rule. No item was added to the agenda.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Al Jung, Board Member
SECONDER:	Chris Jenkins, Alderman
AYES:	Bartinkowski, Kline, Knepler, Wachholz, Rakowski, Jung, Harder, Jenkins
EXCUSED:	Tortomasi

3. Consent Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joanne Kline, Vice President
SECONDER:	James Knepler, Treasurer
AYES:	Bartinkowski, Kline, Knepler, Wachholz, Rakowski, Jung, Harder, Jenkins
EXCUSED:	Tortomasi

- a. Approval of Minutes from Tuesday, December 18, 2018
Library Board - Regular Meeting - Dec 18, 2018 6:30 PM
- b. Approval of the Library Expenditures from December 2018

4. West Bend Friends of Sculpture Partnership

1. West Bend Friends of Sculpture Partnership

A presentation was made by Tom Litke of the West Bend Friends of Sculpture regarding the placement of a sculpture, The Viewer by Aurora Canero in Patrons Park and possible donation from the library towards the purchase of the sculpture. The WB Friends of Sculpture would pay for the installation and maintenance of the bronze sculpture. A discussion followed. The request will be broken down into 2 agenda items for the February meeting; donation of funds for the sculpture and acceptance of the sculpture.

RESULT: DISCUSSED

5. Financial Reports and Fund Balance Update

a. Library Financial Reports for December 2018

Jim Knepler reported that cash and investments is down from last year. Currently at 148,000.00, last year this was 240,000.00. Amy Salminen report this is due to medical claims payouts. The city's health insurance is a self funded plan. Doug Rakowski requested we monitor this going forward. Jim Knepler acknowledged a 250.00 donation from Deb and Thomas Bartnikowski.

RESULT: DISCUSSED

6. Public Comment - 5 Minutes

Doug Rakowski apologized for missing the December meeting and that he was disappointed that the library board did not recognize the library staff in the same manner as we have done in the past.

7. Library Director's Report

a. Library Director's Report for January 2019>

All sides of the clock tower now have the correct time. The first program in the Washington County Libraries transform Campaign filled up in one day. Brad Ney and Amy Salminen are gathering data for the annual report for approval at the February meeting that is due to the state on March 1. Rob from Building Inspection has been working with contractors to get the library roof evaluated and estimates for repair and or replacement.

Statistics

Circulation of physical materials is down and there has been an increase in E-content and new library cards. Doug Rakowski is concerned that all the circulation numbers are down and that reimbursement from the state is calculated on circulation. He asked what can Monarch do to get the state legislator to change to law to include E-content as part of circulation. Right now E content, downloads are not included in circulation numbers. Amy Salminen stated that there is a shift on how people utilize the library. Wisconsin Library Association is working on addressing this with the state.

RESULT: DISCUSSED

8. Library Board President's Report

No Report

9. Old Business

a. Monarch Library System Update

No Director's Council meeting this month. The next Monarch Board meeting will be in West Bend February 14.

RESULT: DISCUSSED

10. New Business

a. Patrons Park Maintenance For 2019

Epic Creative will not be funding the maintenance of Patrons Park for 2019. Estimated cost is \$5000.00. Amy Salminen is requesting funds come out of the Patrons Park fund for the 2019 year. Chris Jenkins asked if we can solicit donations and or sponsorship of the park maintenance. He will work with Amy on soliciting sponsors.

RESULT: DISCUSSED

11. Next regular meeting date -- Tuesday, February 19, 2019

a. Discussion of March 19, 2019 Meeting Date

A motion was made to cancel the March, 2019 meeting due to lack of attendees.

1st by Doug Rakowski, 2nd by Tim Harder, the motion passed unanimously.

RESULT: APPROVED [UNANIMOUS]
MOVER: Douglas Rakowski, Board Member
SECONDER: Timothy Harder, School District Representative
AYES: Bartinkowski, Kline, Knepler, Wachholz, Rakowski, Jung, Harder, Jenkins
EXCUSED: Tortomasi

12. Assigned Task Review

1. Amy Salminen, inquire if the board may look at the sculpture.
2. Amy Salminen will ask the system what they are doing to change state law to enable E content to be counted in circulation.
3. Monarch meeting on 2/14 in West Bend at 6:00 pm
4. Amy Salminen and Chris Jenkins will look at soliciting sponsors for park maintenance.
5. Amy Salminen will change the schedule to reflect no March board meeting.

13. Closed Session

1. Entertain a Motion to Adjourn into Closed Session Pursuant to State Statutes Section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

RESULT: APPROVED [UNANIMOUS]
MOVER: Douglas Rakowski, Board Member
SECONDER: Al Jung, Board Member
AYES: Bartinkowski, Kline, Knepler, Wachholz, Rakowski, Jung, Harder, Jenkins
EXCUSED: Tortomasi

14. Adjournment

Meeting adjourned at 8:17pm.