

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, February 25, 2020 6:30 PM
630 Poplar Street, West Bend, WI 53095

1. Call to Order

Attendee Name	Title	Status	Arrived
Deborah Bartnikowski	President	Present	
Jessica Tortomasi	Vice President	Present	
Karen Wachholz	Secretary	Present	
Joseph Legate	Treasurer	Present	
Joanne Kline		Present	
Douglas Rakowski		Present	
Cindi Warnier		Present	
Timothy Harder	School District Representative	Present	
Chris Jenkins	Aldersperson	Present	

2. Approval of the Agenda

A motion was made to approve the agenda, removing item 9B Approval of Outreach Van Lease Resolution. 1st by Doug Rakowski, 2nd by Jessie Tortomasi. The motion passed unanimously.

3. Consent Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Rakowski
SECONDER:	Chris Jenkins, Aldersperson
AYES:	Bartnikowski, Tortomasi, Wachholz, Legate, Kline, Rakowski, Warnier, Harder, Jenkins

- a. Approval of the Minutes from January 21, 2020
Library Board - Regular Meeting - Jan 21, 2020 6:30 PM
- b. Approval of the Library Expenditures for January 2020

4. Financial Reports and Fund Balance Update

- a. Financial Reports For January 2020

Financial Reports for January 2020. Changes were mostly interest.

RESULT:	DISCUSSED
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- b. Approval of Address Change for BMO Brokerage Account (Certificate of Deposit)

A motion was made to approve the address change to the library's address: 630 Poplar Street, West Bend, WI 53095

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Rakowski
SECONDER:	Cindi Warnier
AYES:	Bartnikowski, Tortomasi, Wachholz, Legate, Kline, Rakowski, Warnier, Harder, Jenkins

5. Public Comment - 5 Minutes

None.

6. Library Director's Report

a. Library Director's Report for February 2020

Amy Salminen attended Library Legislative Day and met with representatives Duey Stroebel and Rick Gundrum. The statistics look different now do go along with the annual report. Winter Reading programs run through March 6, 2020. Due to popularity, Read with Rover and Needles in the Bookstacks have added extra days.

RESULT:	DISCUSSED
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7. Library Board President's Report

Deb Bartnikowski asked Amy Salminen to include in the packet what meetings and activities she attends each month. Joanne Kline would like to see at the end of the year what outcomes result from these meetings and activities as they relate to the Library Director's goals and objectives.

8. Old Business

a. Monarch Library System Update

The Monarch Library System Directors Council met on February 13, 2020 at the West Bend library. Jennifer Chamberlain gave a brief update on the PLSR, Public Library System Redesign. MLS is working with other systems in the state to create technology back-up environments, housed in Madison and Eau Claire. This will be part of WPLC, Wisconsin Public Library Consortium and have it's own governance.

Doug Rakowski reported the Monarch board has met, elected officers and will meet every other month. Jennifer Chamberlain has been offered the job as director and the Monarch board is putting together a wage and benefits package.

RESULT:	DISCUSSED
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b. Library Recreation Center Update

Mike Jentsch was introduced as the new head of Park, Recreation and Forestry. On February 17, 2020, the Common Council approved permission to go out for bids in March. After review of all bids Amy Salminen will present the winning bid to the board at the April 21, 2020 meeting for approval. An MOU is being drawn up by the city attorney for the partnership between the library and Park, Rec & Forestry. Doug Rakowski asked would pay for the MOU. Amy Salminen was not sure who would pay for the MOU at this time.

RESULT:	DISCUSSED
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c. Continuing Education for Library Director

A motion was made to approve \$1695.00 for Amy Salminen to attend the Dale Carnegie Course. Funds to come from the Continuing Education Fund.

1st by Joanne Kline, 2nd by Cindi Warnier. A discussion followed.

Doug Rakowski would like to know what free courses are available to library staff. Joanne Kline asked for clarification of what the goal was in attending this class. Amy Salminen stated this course would allow her to work with others from different sectors outside the library system.

A vote was taken, voting yes were: Deb Bartnikowski, Jessie Tortomasi, Karen Wachholz, Chris Jenkins, Tim Harder, Joanne Kline, Joseph Legate. Voting no, Doug Rakowski.

The motion passed.

RESULT:	APPROVED [8 TO 1]
MOVER:	Joanne Kline
SECONDER:	Cindi Warnier
AYES:	Bartnikowski, Tortomasi, Wachholz, Legate, Kline, Warnier, Harder, Jenkins
NAYS:	Rakowski

9. New Business

a. 2019 Annual Report Approval

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Rakowski
SECONDER:	Jessica Tortomasi, Vice President
AYES:	Bartnikowski, Tortomasi, Wachholz, Legate, Kline, Rakowski, Warnier, Harder, Jenkins

b. Cell Phone Use Policy Approval

A discussion followed. Signs will be posted to inform patrons of the new policy.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Rakowski
SECONDER:	Joanne Kline
AYES:	Bartnikowski, Tortomasi, Wachholz, Legate, Kline, Rakowski, Warnier, Harder, Jenkins

c. Patron Rules of Conduct Policy Approval

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Rakowski
SECONDER:	Joseph Legate, Treasurer
AYES:	Bartnikowski, Tortomasi, Wachholz, Legate, Kline, Rakowski, Warnier, Harder, Jenkins

d. Collection and Equipment Policy Approval

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Rakowski
SECONDER:	Jessica Tortomasi, Vice President
AYES:	Bartnikowski, Tortomasi, Wachholz, Legate, Kline, Rakowski, Warnier, Harder, Jenkins

10. Next regular meeting date -- Tuesday, March 17, 2020

11. Assigned Task Review

None.

12. Adjournment

The meeting was adjourned at 7:18 PM.