

Butler Library Board Meeting

August 14, 2018

Time meeting was called to order – 6:01 pm

Members present – Jenni Thorpe (President), Jodi Kessel Szpiszar (Director), John Schauker, Roger Benjamin, Paul Kasdorf, Tom Sardina, Andrea Van Gompel and Charlene Benjamin.

Members absent – None

Persons desiring to be heard: None

Minutes read – Yes, Paul made a motion to approve, seconded by John. All were in acceptance except for Charlene, who abstained.

Communications – The board received invitations to the Bridges Library System Trustee Dinner. An e-mail was read from a professor at Depaul University thanking the library for supplying a book that was needed.

Finance report – The finances are in good shape. John made a motion to accept the July 2018 expenses of \$9,096.38, this was seconded by Tom. All were in acceptance.

Directors report – National Night Out went well.

Old business –

- a. **Building updates-** The carpet is scheduled to be cleaned. The Chamber of Commerce is now out of the building.
- b. **Bookdrop** –The plan is to have it installed this year. DPW will provide input on where it can be installed.
- c. **Time Clock System** – The software that records employee hours will not be purchased. The village has a system that it will be implemented in the near future that can be used at the library.
- d. **Bridges Grant-** The grant money will be used towards office supplies, browsing baskets and carts and a bag to be used for home delivery. The grant was approved for next year.

New business

- a. **WI Trustee Training Week**– Board members are able to participate.
- b. **2018 Holiday Hours-** The library will be open the day after Thanksgiving. The library will be closed Labor Day, Thanksgiving, Christmas Eve and Christmas Day.
- c. **Discussion with possible approval of 2019 Standards Exemption** – The board discussed the 2019 Standards Exemption. Paul made a motion to accept the 2019 Standards Exemption. This was seconded by Tom and all were in acceptance.
- d. **Director’s Boot Camp** – Jodi will attend with 37 other new Library Directors from the state.
- e. **Discussion with possible approval of Circulation Policy** – The board reviewed and discussed the new Circulation Policy. Tom made a motion to approve the Circulation Policy, this was seconded by John. All were in acceptance.
- f. **2019 Budget** – The board discussed the budget for 2019.
- g. **Consideration to adjourn into Closed Session per Wis. Statutes 19.85 (1) (c) to consider the employment, promotion, compensation or performance evaluation of any public employee. – Item of Discussion: 2019 Wages**

Tom made a motion at 7:11 pm to go into closed session, it was seconded by Andrea. All were in acceptance.

John made a motion at 8:47 pm to go back into open session, it was seconded by Andrea. All members were in acceptance.

Next meeting – *Tuesday, September 11, 2018 @ 6:00pm *****

Motion to adjourn at 8:48 pm by Tom, seconded by John, with a unanimous vote thereafter.

Submitted by: Andrea Van Gompel