

Minutes: Lomira QuadGraphics Community Library Board Meeting

Call to Order

- The meeting was called to order at 6:03 pm on January 2, 2018, by Nancy More.
- Present: Sara Zimmel, Marcia Valle, Maggi Vilski, Nancy More, Kelsey Johnson and Camrin Sullivan.

Public comments: None

Minutes: Approval of the 12/5/17 minutes. (Johnson/Zimmel)

Treasurer's Report

The Treasurer's report was given showing the following balances:

Checking: \$38,294.01 (approximately \$42,000 was moved to CD)

Debit: \$ 1389.97

CDs: \$19,292.05 (5/18/18) and \$76,000.00 (1/17/19)

Preliminary budget figures from the Village show Library finished 2017 under budget by about \$1200.00.

Approved Valle/Johnson

Director's Report

- Camrin had sent her report/update via email. Staff continues training & updates. Camrin is working on YE reporting.
- Friends will be funding programs including the Zoo Pass and the movie license.

Old Business

- The following Policies were read (second reading) and approved (Vilski/Valle):
LQGL12: Study Room
LQGL13: Public Notice Bulletin Board
LQGL14: Service and Equipment Use
LQGL15: Displays and Exhibits
LQGL16: Volunteer
- QG Emergency contingency plan:
Local plant manager will be in charge of the FOB and will sign paperwork for Jenna in the Village office.
- The new Trustee Binders have been prepared by Nancy and were given to each Board member.

New Business

- Setting the stage for 2018:
We did an "around the table" biography of each Board member so that Camrin could get to know us better.
- Election of Officers:
Motion was carried to keep the same officers in 2018 as in 2017. (Johnson/Valle)
- Budgeted market increases for 4 library assistants:
Motion was carried to approve the market increases that had been approved in the Budget.
- Per the terms of Camrin's hiring contract, a 6 month review will be conducted at the February meeting. This will be done in closed session. Nancy will be emailing a survey to each Board member. Results from the survey will be tabulated and summarized for discussion in the closed session.
- The Board approved the posting of the Board minutes to the Library website. (More/Vilski)
- 2017 Audit Plan: Camrin & Sarah will explore and report back at the February meeting.

Next Meeting/Adjournment

- Meeting adjourned at 6:46 p.m. (Johnson/Zimmel)
- Next meeting 2/6/18 at 6:00 p.m.