Minutes of the
Meeting of the Chippewa Falls Public Library Board of Trustees
April 13, 2011

1. **Call to Order**
Meeting was called to order by Board President Robert Hoekstra at 5:14 PM.

2. **Roll Call of Members**
Members Present: Adams; Hicks; Hoekstra; Miller; Nebelsiek; Peterson; Russell

Others Present: Library Director Darryl Eschete, Confidential Administrative Assistant Amanda Zuege

3. **Approval of Agenda**
Motion by Miller, seconded by Peterson to approve agenda. All present voting Aye. Motion carried.

4. **Disposition of Minutes of Regular Meeting of March 9, 2011 Board Meeting**

Motion by Russell, seconded by Miller to approve the minutes of the regular meeting of the library board held March 9, 2011. All present voting Aye. Motion carried.

5. **Disposition of the Vouchers to be Paid from the 2011 Budget on April 21, 2011**

Motion by Nebelsiek, seconded by Peterson to approve payment of vouchers from the 2011 budget. All present voting Aye. Motion carried.

6. **Public Appearances**
None

7. **Correspondence**
None

8. **Management Report**
Director Eschete reported the following:

- The city is exploring the hiring another custodian to help the current custodian currently on staff. Eschete took part in interviews with the candidates last week and met with Committee 1 & 2 this week along with John Liddell and Rick Rubenzer, the others involved in the hiring process. The City Council must now decide whether or not to fund the position.
- The library's heating system will soon be computer accessible from off-site. Eschete reported that he and custodian Randy Bilderback had had

some training with the computer system with a representative from Bartingale. The final preparations are being made.

- 46 people attended the concert for the Honey Dew Drops, held at the library the night of April 12th.
- The library has been making efforts to raise its profile on social networking sites.
- Library staff will soon have shirts with the library's logo on them; the embroidery and shirt fees will be paid by the Friends.

9. **Committee Reports**

Review and approval of minutes of March 28th meeting of Policy and Facilities Committee

Russell made a motion to approve the minutes of the Policy and Facilities Committee meeting. Seconded by Hicks. All present voting Aye. Motion carried.

Mr. Hoekstra left at 5:40pm.

10. **Current Business**

a) Board review--maximum dollar amount the director may authorize for unforeseen expenses without preliminary review by the board of trustees as per recommendation of Policy and Facilities Committee.

Nebelsiek made a motion to approve recommendations of Policy and Facilities Committee setting $1000.00 as the maximum dollar amount the director may authorize for unforeseen expenses without preliminary review by the board of trustees, unless a demonstrable emergency. Peterson seconded this motion. All present voting Aye. Motion carried.

b) Board review—Unattended child policy as per recommendations of Policy and Facilities Committee

Russell made a motion for the Board of Trustees to approve the revised unattended child policy and make it effective immediately. Seconded by Hicks. All present voting Aye. Motion carried.

c) Review of Department of Public Instruction Annual Report, solicitation of any remarks

Motion by Miller to approve annual report. Seconded by Adams. All present voting Aye. Motion carried.

d) Review of budget recommendations of the League of Wisconsin Municipalities regarding Maintenance of Effort, discussion of possible statement letter to legislators.

Director Eschete will draft a statement letter and the board will reconvene in a special meeting later in the month to revise.

11. **Announcements**

Half Day Good Friday

Director Eschete will attend the City Council meeting of April 19th; he has applied for a sidewalk usage permit to put a sign on the sidewalk during the summer months.

12. **Items for future consideration**

Letter
Library Trustee Training Programs

13. **Adjournment**

Motion by Peterson, seconded by Adams to adjourn.
All present voting Aye. Motion carried.

Meet was adjourned at 6:25 PM.

Respectfully Submitted,
Amanda Zuege, Confidential Administrative Assistant