

Alice Baker Memorial Public Library
820 East Main Street
Eagle, WI 53119
Board of Trustees Agenda
Monday, August 12, 2019
6:30 p.m.

LIBRARY BOARD MEETING

Present: A. Chase, N. Wilhelm, B. Gunderson, D. West, D. Williams, I. Roberts, C. Shamsi., M. Rice,

Absent: T. Burstein and K. Retzke

1. **Call to order:** Meeting was called to order at 6:30pm by President N. Wilhelm.
2. **Pledge of Allegiance**
3. **Approval of agenda:** A motion to approve the agenda was made by D. Williams with the change of moving of #8 Director's Report and #9a. Review Current Strategic Plan and 2020 plan update timeline to the top of the agenda due to A. Chase not feeling well. This move was seconded by B. Gunderson and upon voice vote, motion carried.
4. **Approval of Minutes from July 8, 2019:** A motion to approve July Minutes with a change to Village Report from M. Rice, (the Village was asked and agreed they would be willing to change the zoning for St. Theresa to residential) was made by M. Rice and seconded by B. Gunderson. Upon voice vote, motion carried.
5. **Consent Agenda:** A motion to approve consent agenda was made by B. Gunderson and seconded by D. Williams. Upon voice vote, motions carried.
6. **Village Representative's Report:** M. Rice stated the monthly bank balance report from Village board meeting on Thursday was talked about. He shared the impact fee update as well. M. Rice said the railroad street closing appeal is working its way through Madison and there will be a meeting here at the Village Hall to hear the public's information. Village approved Phase 2 on Markham Road with the new condominiums, there will be a total of fifteen with two family units.
7. **Town Representative's Report:** D. West shared roads are being worked on. Some subdivisions are being looked at along with county roads for cracks. Nothing has been set in place yet.

8. **Director's Report:** A. Chase provided Circulation Report and Programming to each board member. She stated there was a wide variety of activities in July and the photo contest will end on Friday 23rd. A. Chase shared there was a little drop in circulation in July but overall, Jan – July we are only -5% which is ok. She stated not as many DVD's are being checked out anymore and that is making a difference in numbers. A. Chase handed out trustee dinner invitations to each board member. Dinner is in September. A. Chase shared with the board she has nominated Nancy Wilhelm for WLA Trustee of the Year. She read multiple nomination letters from different individuals that gave many wonderful reasons Nancy would be well deserving of this award.

9. Other Business

- a. **Review current Strategic Plan and 2020 plan update timeline:** N. Wilhelm passed out the Strategic Plan 2018-2019 basic plan that is in place. There are a few things that do change and will have to be changed for the next one. She spoke about page 10 and the 5 top Strategic Directions. She also talked about page 11, Communication and Assessment, many of these Strategic Direction I: Funding have been set in place and maintained.
- b. **Discussion regarding Waukesha County Library Distribution Formula:** A. Chase handed out form. N. Wilhelm commented this form will allow the trustees to know where the money comes from.
- c. **Discussion regarding 2020 Bridges Budget –** A. Chase shared all the information talked about at the Bridges Meeting with all the plans for next year.
- d. **Discussion around preliminary ABL budget for 2020:** The report with all the plans are online at www.BridgesLibrarySystem.org.
- e. **Report – Bridges Library System:** N. Wilhelm stated there were no changes at this meeting.
- f. **Report – Personnel Committee:** B. Gunderson stated the meeting with A. Chase went well. Job descriptions will be drafted next meeting. N. Wilhelm stated it was a very productive meeting.
- g. **Impact Fee Update:** N. Wilhelm stated she wants to get more educated on what the impact fees are. She has a contact person to meet with and has been trying to set up a meeting but nothing has been set up yet at this time.
- h. **Establish Nominating Committee for election of officers for October annual meeting:** N. Wilhelm asked D. Williams if she is good with continuing on the committee. She is continuing and looking into what terms may be up for time limit on the board.
- i. **Report – Eagle Nature Trail:** N. Wilhelm shared with the board, the traveling trophy has now made it to the Eagle Nature Trail. Small team has raised \$8k for the trail. It was a great accomplishment!

- j. **School Open Houses:** N. Wilhelm shared how there are open houses on August 29th for Prairie View and Section Elementary School. I. Roberts, A. Chase and N. Wilhelm are going to volunteer at these Open Houses.

10. **Future Agenda Items:** none

11. **Next meeting date:** Monday, September 9, 2019 at 6:30pm.

12. **Adjourn:** D. West moved to adjourn meeting and I. Roberts seconded at 7:52pm. Upon voice vote, motion carried.