

Alice Baker Memorial Public Library
820 E. Main Street
Eagle, WI 53119
Board of Trustees Monthly Meeting
Monday, January 8, 2018
Approved Minutes

Present: M. Feye, T. Burstein, D. West, A. Chase, L. Neuburg, N. Wilhelm, B. Gunderson, D. Williams, J. Johnson and C. Shamsi.

1. **Call to order:** Meeting was called to order at 6:34pm by President, M. Feye
2. **Pledge of Allegiance**
3. **Approval of agenda:** A motion to approve the agenda was made by N. Wilhelm and second by T. Burstein. Upon voice vote, motion carried.
4. **Approval of Minutes from November 13, 2017:** A motion to approve the agenda was made by B. Gunderson and seconded by T. Burstein. Upon voice vote, motion carried.
5. **Approval of Minutes from December 11, 2017:** A motion to approve the agenda was made by B. Gunderson and seconded by D. West. Upon voice vote, motion carried
6. **Consent Agenda:** A motion to receive and file the Consent agenda was made by D. West and seconded by N. Wilhelm. Upon voice vote, motion carried.
7. **Village Representative's Report:** L. Neuburg shared with the board that the new coffee shop will be serving deli sandwiches, breakfast and specialty beer. She also shared the name of assistant Police Chief; Steven Lesniewski.
8. **Town Representative's Report:** D. West shared with the board details about the fire on Mailman Road.
9. **Director's Report:** A. Chase provided documents with past numbers and present numbers on circulation. She shared attendance results for programming.
10. **Other Business**
 - a. **Action Item – consent agenda – August 2017 financial documents:** A. Chase submitted all items to the board. A motion to receive and file the Consent agenda was made by N. Wilhelm and seconded by T. Burstein. Upon voice vote, motion carried.
 - b. **Discussion and possible action regarding Chase bank checking account (Board):** D. Williams shared how there won't be a charge like the letter from Chase Bank stated. She believes we don't need to move forward with having an account with Chase Bank as we already have one with Citizens Bank. D. Williams shared how she feels we should close account and place money in CD or investment. Motion to take money out of Chase Bank account and move to a CD with Citizens Bank L. Neuburg and seconded by T. Burstein. Upon voice vote, motion carried.
 - c. **Report – Eagle Nature Trail balance as of December 31, 2017:** N. Wilhelm shared with the board there was no meeting in December and will not be one in January. Reconciled ending amount in Nature Trail in the bank account that the Library maintains. Nature Trail is financially independent of the library and the schools; no money comes from the library or the school.
 - d. **Report – E-commerce in Bridges Library System:** A. Chase shared how money owed to the library in the amount more than \$5.00 can be paid online. A \$.50 charge will be charged. A. Chase has not been informed yet when the money will come to the library account. There will be a marketing promotion for it but has not been created at this point.
 - e. **Action Item – Proposed reallocation of funds within 2017 budget:** No action required
 - f. **Discussion and possible action regarding Community Survey:** Chase shared with the board one of the library board jobs is to survey the community on the needs and wants of the community. A. Chase put together background information on what other libraries have been doing for these surveys. She gave the documents to the committee working on the survey.

Other Business Continued on next page:

Other Business Continued:

- g. **Reminder – Wild Winter Wisconsin Web Conference (Jan 23-25):** A. Chase shared with the board how it is open to all trustees; welcome to anyone that is interested in listening online as well.
- 11. **Future Agenda Items:** N. Wilhelm asked to have the Strategic Planning Discussion added to agenda monthly
- 12. **Next meeting date:** Monday, February 12, 2018 at 6:30pm.
- 14. **Adjourn:** N. Wilhelm moved to adjourn meeting and D. West seconded at 7:24pm. Upon voice vote, motion carried.