

Reedsburg Public Library  
Library Board Minutes  
April 14, 2016

Members present: Steve Balda, Kate Campbell, Heidi Feller, Tom Geimer, Nancy Lukes, Dave Moon, Joleen McBride Also present: Assistant Library Director Kris Houtler

Call to Order: President McBride called the meeting to order at 6:30 p.m. Approval of the

Agenda: Campbell moved to approve the agenda. Feller seconded. All approved.

Minutes of the March 10, 2016 meeting: Moon moved approval of the March minutes. Feller seconded. All approved.

Finance Report: Campbell presented the Finance report. Campbell reported that the Reedsburg National CD was rolled over and now earning .60%. Feller moved to approve the finance report. Lukes seconded. All approved.

March Bills: \$10,926.70 was paid from the operating account which was three bill runs since the prior meeting. Campbell moved to approve. Moon seconded. All approved.

Director's Report: Houtler reported that the City of Reedsburg Common Council met on Monday, April 11 and had an unanimous approval of purchase of 300 Vine Street for \$350,000 spread over 4 annual payments with 3% interest applied to final three (3) payments. The Library is currently hiring two new part-time staff with interviews being conducted this week and hope to extend offers on Monday or Tuesday. One position is daytime hours with rotating Sundays and one is for evening hours that also include alternating weekends. Report placed on file.

General Business: Houtler presented the new Records Retention Policy in accordance with the Records Retention Schedule for Wisconsin's Public Libraries and Library Systems. Campbell moved to approve. Feller seconded. All approved.

SCLS Cross Border requests moved to approve by Feller. Seconded by McBride. All approved.

A Strategic Planning retreat facilitated by Kathleen Paris was held on Tuesday, April 5<sup>th</sup>. In attendance were Sue Ann, Kris, Heidi Feller, Kristine Koenecke, Mike Gargano, Dave Cameron, Craig Braunschweig and from SCLS: Shawn Brommer and Mark Ibach. Kathleen is compiling the information that was obtained and will send Sue Ann a draft of the strategic plan next week. Sue Ann will share it with the board for your input. The final Strategic Plan should be available at the May 12 meeting.

Next meeting: The next Library Board meeting is being moved to Wednesday, May 11<sup>th</sup> due to board member conflicts.

Adjournment: Moved by Campbell. Seconded by Geimer. All approved.