

**WINNEBAGO PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES**  
**REGULAR MEETING MINUTES**  
**January 5, 2017 7 pm**

The regular meeting of the Winnebago Public Library District Board of Trustees was called to order at 7:00 pm by Board President Irv Koning with the Pledge of Allegiance.

**Roll Call**

Present were Board members Chuck Fricke, Don Hyson, Irv Koning, Steve Scheider, and Pat Wakeley. Allan Levandowski was absent. Library Director Katie Schmoyer was present. Norma Kloster was present representing the Friends.

**Additions/Corrections to the Agenda**

There were no additions or corrections to the agenda.

**Approval of Minutes**

Chuck Fricke moved approval of the minutes of the December 1, 2016 regular board meeting. Irv Koning seconded the motion. Motion carried on a unanimous voice vote.

There was no Committee of the Whole meeting in December.

**Public Comment**

There was no public comment.

**Friends Report**

Norma Kloster reported for the Friends. The quilt show is scheduled for February 18-19, 2017. The theme is "Quilts and More," with knitted items as "More." The next meeting of the Friends is January 31.

**President's Report**

Koning thanked Katie Schmoyer and the staff for their good work in 2016. He thanked Norma Kloster and the Friends for their ongoing support for the library. He thanked Pat Wakeley for her support work for the board and all of the Trustees for working together so successfully. He announced that the library will host a blood drive on March 28, noon-6 pm.

**Library Director's Report**

Katie Schmoyer presented a written report, which is entered in the files. She thanked Steve Scheider for completing the Trustee section of the per capita grant application. The application is ready to be submitted. The Palm family article appeared in *The Gazette* in December and Katie let the family know. Founding group member Evalyn Schaap passed away. Katie sent flowers and a card on behalf of the board and staff. The library received \$85 in unrestricted donations for Susan Casson. Funds were used to purchase DVDs and books that are displayed at the front desk. A staff improvement day is scheduled for January 14. Staff will be learning about databases and how to upload to the new website. A Twitter account has been set up for the library. The Destiny library system software has been upgraded to version 14. Virginia Sorg has joined the staff as a librarian assistant. The CREW volunteer ended her six month assignment and another volunteer will start work later in January.

**Treasurer's Report**

Chuck Fricke reported that the accounting firm Wipfli is working on a full audit of FY16 financials, as requested by the board. Wipfli has filed for a time extension with the state.

Chuck Fricke presented the Treasurer's report. Expenses are at 46%, when capital expenditures for closets and landscaping are excluded. These expenses will come from the reserves and restricted donations at the end of the year. December was a three paycheck month, so the month's payroll expense is higher than normal. Income is at 98%, including \$5,000 in a restricted donation used for the Palm Memorial Garden. Chuck Fricke moved approval of the treasurer's report. Irv Koning seconded the motion. Motion carried on a unanimous voice vote.

Koning moved approval of the December 1-December 31, 2016 expenditures. Steve Scheider seconded the motion. Motion carried on a unanimous roll call vote, with Allan Levandowski absent.

**Board Tasks**

Historical Materials project (Wakeley/Fricke): No report.

Grounds Maintenance (Scheider): No report.