

**WINNEBAGO PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
March 2, 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, Irv Koning, Steve Scheider, and Pat Wakeley. Don Hyson and Allan Levandowski were 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**

Steve Scheider moved approval of the minutes of the February 2, 2017 regular board meeting. Irv Koning seconded the motion. Motion carried on a unanimous voice vote. Chuck Fricke moved approval of the minutes of the February 16, 2017 committee of the whole board meeting. Irv Koning seconded the motion. Motion carried on a unanimous voice vote.

**Public Comment**

There was no public comment.

**Friends Report**

Norma Kloster reported for the Friends. Quilt show attendance was comparable to last year and the bed turnings were well attended. The Friends are providing \$500 towards the purchase of panic buttons for the library. Scholarship application information has gone to the high school and the library. The Friends will award up to \$1000 in scholarships. Articles of incorporation for the Friends will be filed tomorrow. The law firm of Williams McCarthy will be the Friends agent at a fee of \$60 per year.

**President's Report**

Irv Koning reported that Paul Haeflinger decided not to apply for appointment to the board. At this time, there are no applicants for appointment.

**Library Director's Report**

Katie Schmoyer presented a written report, which is entered in the files. She reported that she attended the Live & Learn Construction Grant review committee meeting this morning. The library received an 8.75 score and a unanimous vote to fund. However, we are in the second tier and wait listed because we received a previous grant within the last three years. The panic buttons were purchases for \$1,140, with the Friends contributing \$500. There are three wireless buttons which can be moved as necessary.

**Treasurer's Report**

Chuck Fricke presented the Treasurer's report. Expenses are at 62%, 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. At the end of 3<sup>rd</sup> quarter, expenses should be at 67%. Income is at 99%, including \$5,000 in a donation used for the Palm Memorial Garden. Irv Koning moved approval of the treasurer's report. Pat Wakeley seconded the motion. Motion carried on a unanimous voice vote.

Chuck Fricke moved approval of the February 1-February 28, 2017 expenditures. Steve Scheider seconded the motion. Motion carried on a unanimous roll call vote, with Don Hyson and Allan Levandowski absent.

**Board Tasks**

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

Grounds Maintenance (Scheider): Chuck Fricke moved to accept a quote from Nasons for weed control in the amount of \$126.88. Irv Koning seconded the motion. Motion carried on a unanimous roll call vote, with Don Hyson and Allan Levandowski absent. Pat Wakeley moved to accept Tim Wurster's quote for mowing at \$65 per mowing. Irv Koning seconded the motion. Motion carried on a unanimous roll call vote, with Don Hyson and Allan Levandowski absent. The Board agreed to hold Tim Wurster's quote for north woods clean up until a quote is received from Meridian Nursery.

Building Projects (Hyson):

Ceiling fans and ceiling repair are complete at a cost of \$2,970.

Policy Manual:

Katie Schmoyer presented new policy 307: Internet Use for second read. Changes requested at the COW meeting were incorporated. Pat Wakeley moved approval of Policy 307: Internet Use. Irv Koning seconded the motion. Motion carried on a unanimous voice vote.

Personnel (Koning):

Irv Koning reported that Katie Schmoyer is completing her self assessment and will provide it to him by March 24. He will forward the self assessment to board members by March 27 so they can complete their assessments.

**Unfinished Business**

Board vacancies: No candidates have applied to be appointed to the board in response to the article in *The Gazette* and the email blast to library patrons.

**New Business**

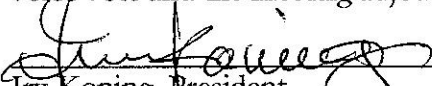
Ordinance 17-04: Pat Wakeley moved approval of Ordinance 17-04, as amended. Steve Scheider seconded the motion. Motion carried on a unanimous roll call vote, with Don Hyson and Allan Levandowski absent. Katie will make necessary changes and have the ordinance ready for signatures at the COW meeting

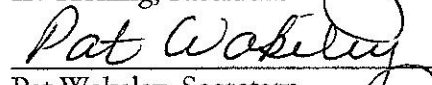
**Board Q & A Opportunity**

Board members were reminded that the COW meeting will be Thursday, March 23 instead of March 16, to accommodate the Chamber of Commerce Community Awards night.

**Adjournment**

Steve Scheider moved to adjourn the meeting. Chuck Fricke seconded the motion. Motion carried on a unanimous voice vote and the meeting adjourned 8:25 pm.

  
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Irv Koning, President

  
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Pat Wakeley, Secretary