

Neenah Public Library Board of Trustee Meeting Minutes – March 16, 2016

Call to Order

The Neenah Public Library Board of Trustees on Wednesday, March 16, 2016 at 4:00 p.m., in the Carpenter Conference Room. Members present: Randy Fieldhack (president), Jan Sarnecki (vice president), Carol Codner, Tom Widener, Beth Irish, Patricia Rickman, Merry Whipple, Tim Kachur (Neenah Joint School District Representative) and Tami Erickson (Aldermanic Representative). Members excused: Lisa Hemes and teen representative Cassidy Kemppainen. Also present, Gretchen Raab, director, Nicole Hardina-Wilhelm, assistant director, Nancy Britten, circulation manager, and Katrina Wulff, youth services manager.

With Fieldhack in the chair, the library board meeting was called to order at 4:00 p.m.

Public questions & comments

None.

Minutes

On motion of Irish, seconded by Codner, the Board approved the minutes of the Library Board Meeting of February 17, 2016.

Statistical Report

Overall circulation is up 3% over February 2015. Customer count is up 2% for the year, as well as program attendance. Coffee sales have also increased.

Bills for Consideration

On motion of Sarnecki, seconded by Whipple, the Board unanimously approved payment of the March bills.

Director's Report

Raab, Hardina-Wilhelm, Britten and Wulff will be at the Public Library Association Conference in Denver from April 5 – April 9.

Department Reports

Circulation Services: Britten discussed an increase in fines paid at the self-check machines and the steady sale of snacks and beverages.

Youth Services: Wulff shared the success of the Drive-in Movie program and a new story time for Adult CDS patrons. She also mentioned we will again host a finals night at the end of the school year.

Adult Services: Hardina-Wilhelm mentioned the success of the Chess Club and Tech Talk Tuesday topic Windows 10. She shared the Fox Cities Read title selected was "Beautiful Boy" by David Sheff.

DPI annual report for 2015

On motion of Widener, seconded by Irish, the Board unanimously approved the annual report and accepted the statement Winnefox Library System "did provide effective leadership and adequately meet the needs of the library."

2016-2020 Capital Improvements Budget - LED

On motion of Sarnecki, seconded by Whipple, the Board unanimously approved accepting reassigned funds remaining from the Wisconsin Avenue and Oak Street Bridge LED lighting conversion projects to a project to convert the library's tubular fluorescent lighting to LED lamps (pending approval of City Council at the March 16, 2016 meeting).

2016-2020 CIP Budget – Story time room projector and screen

On motion of Sarnecki, seconded by Irish, the Board unanimously approved using CIP funds from the youth services remodeling project to purchase and install a projector and screen in the new story time room.

Future Agenda Items

Teen representative, Cassidy Kemppainen has expressed interest in serving a second term on the Library Board.

Next regularly scheduled meeting

Wednesday, April 20, 2016 at 4:00 p.m.

Raab, Britten, and Wulff left the meeting at 5:03 p.m.

Closed Session

On motion of Whipple, seconded by Sarnecki, the Library Board adjourned to closed session at 5:04 p.m. as provided for in 19.85(1)(c) Wisconsin Statutes to consider the performance and compensation of the library director.

Hardina-Wilhelm left the meeting at 5:04 p.m.

Finance & Personnel Committee Chair Codner presented the committee's annual evaluation of the director. Following discussion, on motion of Rickman, seconded by Irish, the Board voted unanimously to accept the committee's recommendation as presented.

Adjournment

On motion of Codner, seconded by Sarnecki, the board adjourned at 5:20 p.m.

Respectfully submitted,

Nicole Hardina-Wilhelm
Assistant Director