

## **Neenah Public Library Board of Trustee Meeting Minutes – April 19, 2017**

### **Call to Order**

With Fieldhack in the chair, the Neenah Public Library Board of Trustees meeting was called to order at 4:02 p.m. in the Carpenter Conference Room. Members present: Randy Fieldhack (president), Jan Sarnecki (vice president), Tom Widener, Merry Whipple, Patricia Rickman, Lisa Hemes, Tim Kachur (Neenah Joint School District Representative), and Tami Erickson (Aldermanic representative). Members excused: Carol Codner (chair, Finance & Personnel Committee) and Cassidy Kemppainen (teen representative).

Also present, Gretchen Raab, director, Nicole Hardina-Wilhelm, assistant director, Nancy Britten, circulation services manager, and Katrina Wulff, youth services manager.

Member of the public: Dr. Jeff Zdrade.

### **Public questions & comments**

Dr. Zdrade expressed concerns over the difficulty in finding government information. Dr. Zdrade has requested that the Library post the minutes of Neenah Joint School District meetings.

Dr. Zdrade left at 4:10 p.m.

### **Library Board consideration of public questions and comments**

The Board requested Dr. Zdrade's request be included on the May agenda.

### **Minutes**

On motion of Whipple, seconded by Sarnecki, the Board approved the minutes of the Library Board meeting of March 15, 2017.

### **Statistical Report**

Total circulation is up 3% over last year, along with a 2% increase in customer count and 22% increase in copier & printer fees.

### **Bills for Consideration**

On motion of Widener, seconded by Whipple, the Board unanimously approved payment of the April bills.

### **Director's Report**

The CIP workshop is Monday, April 24, 6:00 p.m. at City Hall. Board members are invited to attend. Library staff, in conjunction with other Fox Valley libraries, will be submitting articles to Post Crescent. Our first article will be published this summer. Raab, along with library staff, have fostered several new partnerships with community organizations; Brookdale Senior Living, Pacesetters Running Club, and Friendship Place. Four library staff have completed notary public training and notary service is expected to begin soon.

### **Department Reports**

Circulation Services: Britten reported there will be two Friends of the Neenah Public Library volunteers of the year: Jan Wilz and Ruth Wood. Britten is training two new circulation staff.

Youth Services: Wulf noted that spring story times will end May 5 and the summer session will begin June 5. In May, Youth Services staff will visit the local schools to promote the summer library program.

Adult & Technical Services: Hardina-Wilhelm discussed the new community partnerships, and expanded on the partnerships with The Mill and Lion's Tail Brewing Company.

#### **Quarterly Trust Reports**

Sarnecki reported that \$38,000 from the Hefti Scholarship Fund will be awarded to 19 recipients in 2017.

#### **Act 420 Payments**

After discussion of the Act 420 legislation and the history of billing, Widener moved, Irish seconded, to bill only Calumet County for the 2018 payment for use of the Neenah Public Library by rural Calumet County residents. The motion was defeated; Widener and Irish voting aye, other Board members voting nay. The Board asked director Raab to supply additional statistical and billing information for the May board meeting.

#### **Amendment to the "Displays" Policy**

On motion of Irish, seconded by Sarnecki, the Board approved the amendment to Displays policy with the addition of the word *only* between *promote* and *events*. Rickman, Erickson, and Whipple voted nay.

#### **Meeting Room Policy**

There was brief discussion of the first draft of the Meeting Room Policy. Whipple will meet with the director to further refine the policy. The revised policy will be brought to a future meeting for discussion/approval.

#### **Survey update**

Library board discussed the results of the community survey. Board members will review handouts distributed at the meeting for further discussion at the May Board meeting.

#### **Next regularly scheduled meeting**

Wednesday, May 17, 2017 at 4:00 p.m.

#### **Adjournment**

On motion of Sarnecki, seconded by Hemes, the board adjourned at 5:55 p.m.

Respectfully submitted,

Gretchen Raab, Director