

Winneconne Public Library Board of Trustees
Meeting Minutes
Monday, August 12, 2019

Meeting called to order by Library Board President Jeff Jensen at 6:10pm.

ROLL CALL

Members Present: Jeff Jensen, Brenda Kubasta, Di-Anne Rengstorf, and Dana Jerabek (arrived at 6:15)
Absent: Tom Snider, Mary Brefeld
Also Present: Holly Selwitschka, Karlene Grabner (Oshkosh Area Community Foundation)

No Quorum was established.

PUBLIC PARTICIPATION none

PRESENTATION BY KARLENE GRABNER

Karlene Grabner talked about the Oshkosh Area Community Foundation. She asked the library board what their goal was for starting an endowment: possibly a new building with a public partnership and future sustainability of library services.

Dana Jerabek arrived at 6:15pm. A quorum of library board members was established.

Karlene described the difference between a special projects campaign fund and an endowment. She emphasized the opportunity for endowments at this time. The three steps in starting a fund with the community foundation are 1. Set a goal, 2. Plan for raising funds, 3. Establish contract terms. Karlene answered questions from board members.

CONSENT AGENDA

Motion by Rengstorf to approve the consent agenda.

Second: Jerabek

Roll Call Vote:

Rengstorf – yes

Jerabek – yes

Kubasta - yes

Jensen – yes

DIRECTOR'S REPORT

Summer programs went very well; Amanda will present a summer recap to the board in September. Holly summarized the county library booth at the fair – overall a successful event that ran smoothly. Upcoming programs in August include Self Defense program at the middle school and outdoor movie in the park.

Holly provided updates on joint library project. Since David Porter has been attending joint library committee meetings, and I have not yet received a contract from Polco, he suggested we take the opportunity to create a call for proposals and evaluate a number of survey companies before proceeding. This discussion is on the agenda for the next committee meeting coming up on Monday, July 26 at 4:30pm. The agenda also calls for a collaborative brainstorming session to help bring plans for a new joint library into focus.

The library received a grant from the Thrift and Gift to help pay for, promote, and facilitate participation in the survey. Equipment proposed in the grant may be purchased now, but the survey costs will be on hold until a provider is chosen.

A grant application through the Winneconne Area Community Center has been submitted. The application requested funding to upgrade the 2nd floor meeting room of the municipal center with a flat screen television capable of connecting to a variety of devices, sound system and room-darkening blinds.

A brief discussion was had regarding policy for staff conduct at offsite events. No policy is necessary at this time, but the board did reach a general concession for expectations, which Holly will share with library staff. There have been no problems with staff conduct; these are expectations in general for providing quality service and promoting the best image of the library at outreach events.

New Business

MOTION by Kubasta to approve the Winneconne Thrift and Gift grant in the amount of \$1,302 and request it be restricted for the purchase of advertising display screens to be used to promote library services and events.

Second: Rengstorf

Vote: Unanimous

Items for the Next Meeting Agenda:

- Community Foundation endowment fund details
- 2020 Budget

The next Library Board meeting will be held Monday, September 9 at 6pm.

The meeting was adjourned at 7:06pm by Library Board President Jeff Jensen.