

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
December 9, 2014
7:00 a.m.

The meeting was called to order at 7:00 a.m. by Jean Swenson. Attendance was taken.

Present: Joanne Ampe, Gary Cummings, Xin Ruppel, Pat Saucerman, Jean Swenson, Mary Hartl, Don Schnitzler, Ruth Voss, Kim Vrana and Library Director Lori Belongia.

Also present: Mary Adler

Absent: Kris Keogh

Citizen's comments, correspondence and announcements: Thank you notes from Lester Public Library in Arpin regarding Make a Difference Day donation, the Liberty Riders Chapter of the Christian Motorcycle Association and four items from the suggestion box in appreciation of the Cabin Fever Crafts Program.

Changes or additions to the agenda: None.

LB14-72 Minutes of the Library Board Meeting: Motion by Cummings, second by Ampe to approve and place on file the minutes of the November 11, 2014 Library Board Meeting. All ayes. Motion carried.

LB14-73 Director's Report: Motion by Vrana, second by Schnitzler to receive and place on file the November 2014 Director's Report. All ayes. Motion carried.

LB14-74 2nd November Vendor List and 1st December Vendor List: Motion by Ruppel, second by Saucerman to approve Vendor Lists. All ayes. Motion carried.

LB14-75 November 2014 Financial Control Report: Motion by Hartl, second by Saucerman to receive and place on file the November 2014 Financial Control Report. All ayes. Motion carried.

LB14-76 Business

Updates:

Discussion of offering pickup service at a drive thru window in the new Library:

A patron is willing to donate \$75, 000 to provide this service window which her elderly mother used at a different library. On the new library, the drive thru would be on the east side of the building. Because we have not offered this type of service before, the decision rests with the Board. Belongia shared information from three libraries – one with an actively used pick up window and two that have never completely and satisfactorily implemented the concept. Saucerman asked Director Belongia to again contact additional libraries with this service in order to garner more information to bring to the next Board meeting to include what such a service added to operating costs, what extent such a service burdened staff, and how they managed the logistics of height and mechanism of window/drawer, staffing etc.

Set date(s) for the Personnel Committee to meet to adjust pay ranges and the Director's performance review: Director Belongia will set up an online Doodle poll to set the date for the Personnel Committee to meet to adjust pay ranges and the Director's performance review.

Library & Community Center Project: Belongia updated the board on the project. The recommendation of hiring Bosen for the Construction Manager will go to the City Council tonight, December 9, 2014. It is hoped construction could begin earlier than September to beat the snow and cold. Priorities are being set in regards to the Community Center. The NEH grant was not awarded to us, but Schnitzler recommended we make adjustments and resubmit it if the opportunity is reopened. A Mead-Witter Grant was awarded for the purchase of furniture for the new Library as well as adult travel books. Other grant possibilities are being explored.

LB14-77 Minutes of other organizations: Motion by Ampe, second by Cummings, to accept and place on file the minutes of the October 21, 2014 FOMPL Board, the November 12, 2014 Library & Community Center Project, and the November 21, 2014 SCLS Board of Trustees. All ayes. Motion carried.

Adjournment: Seeing no other business to come before the board, Swenson adjourned the meeting at 8:02 a.m.

Respectfully submitted,



Mary Hartl
Secretary