

These minutes are unapproved and will be reviewed by the Library Board on April 12, 2016  
Crandon Public Library Board of Trustees Meeting  
Meeting Minutes

Place: Crandon Public Library  
Lower Level

Date: February 9, 2016

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**Present:** Board members Stacy Karcz, Cara Shepherd, Jill Krueger, Kadie Montgomery, Pete Davison, Rebekah Drescher, Bill Ison, Kari Decorah and Michelle Gobert, Library Director. Mayor Dennis Rosa was also present.

**Call to Order:** Pete Davison called the meeting to order at 7:06 p.m.

**Approval of the Agenda:** Motion by Cara Shepherd, seconded by Jill Krueger, to approve the agenda as printed. All ayes. Motion carried.

**Approval of the Minutes of the January 12, 2016 Library Board of Trustees meeting:** Motion by Bill Ison, seconded by Pete Davison to approve the January 12, 2016 minutes as printed. All ayes. Motion carried.

**Citizen's comments:** None.

**Correspondence:** Michelle read a letter to the Board from citizen Erin Mayer asking the Board to review the current meeting room policy. Michelle also informed the Board that she did receive a follow up email from the City Attorney and was asked to attend a City Personnel Committee meeting on January 22, 2016.

**Committee Reports:** None.

**Strategic Planning Report:** Members of the library board met earlier in the evening to discuss the strategic planning process. Kadie will develop an elevator speech for the Board's review in March.

**Director's Report:** Michelle distributed a Director's Report. No changes were made to the report. Pete Davison requested that Michelle update the Board regarding the incident that prompted the Personnel Committee meeting on January 22, 2016. Michelle stated that the Personnel committee had requested her presence to determine whether or not she had prior knowledge of an incident involving Board President Pete Davison and City council member Bucky Dailey. At that time Michelle informed them that she had no prior knowledge of the event. Michelle went on to report to the Library Board that a significant discussion regarding the communication lines between the City and the Library was discussed between herself and those in attendance at the Personnel committee meeting. At this time Pete Davison took the floor and explained in detail the incident between himself and Bucky and Candy Dailey. Pete once again apologized for inadvertently involving the Library and the Library Director in the incident. He also apologized to Bucky and Candy Dailey and wished them the best. Michelle Gobert requested clarification from Mayor Rosa on the status of the complaint and whether there would be any further action taken. He replied that he was not sure.

**Review of the 2015 Taxpayer Budget:** Motion by Rebekah Drescher, seconded by Cara Shepherd, to approve the review of the 2015 taxpayer budget. All ayes. Motion carried.

**Payment of Bills:** Motion by Cara Shepherd, seconded by Rebekah Drescher to approve the payment of bills. All ayes. Motion carried. Michelle will forward the bills to City hall for payment.

**Review of 2016 Taxpayer budget:** No review needed.

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**Review of the Crandon Public Library Board Checking and Savings Account:** Motion by Jill Krueger, seconded by Pete Davison, to close the savings account and and transfer the balance to the Library 401 Fund at the City. All ayes. Motion carried.

New Business:

**2015 Crandon Public Library Report.** Motion by Jill Krueger, seconded by Pete Davison, to approve the 2015 Crandon Public Library report as printed. All ayes. Motion carried.

**Statement Concerning Public Library System Effectiveness:** Motion by Jill Krueger, seconded by Kadie Montgomery, to vote that in 2015 the Wisconsin Valley Library System did not provide effective leadership and adequately meet the needs of the library. A letter of explanation outlining the board's concerns will be drafted by Pete Davison and submitted by Michelle Gobert, Director. All ayes. Motion carried.

**2015 Crandon Public Library Checking and Savings Account Audit.** Michelle reported that the Library's Board checkbook would be audited by the City of Crandon auditor this month. Cara Shepherd requested that she meet with the Auditor and Michelle to discuss the audit procedure.

**Crandon Public Library Fiscal Policy.** Michelle provided a draft copy of a Fiscal Policy for the board to review. The policy was tabled and will be reviewed further at the March meeting of the Library Board. Cara Shepherd also requested that a copy of the policy be shared with the auditor and with the City Clerk to make sure everyone agrees on the policy and procedures outlined. Michelle will do so.

**Library Assistant Position Description / Posting.** Motion by Stacey Karcz, seconded by Kadie Montgomery, to approve the Library Assistant position as outlined. All ayes. Motion carried.

**Library Board Appointments.** Jill Krueger asked for clarification on how Library Board appointments are made as she is interested in being re-appointed. Mayor Rosa was in attendance and he explained the process to the Board. Cara Shepherd's stated that her appointment is also up for re-appointment and that she too is interested in serving again.

**Old Business: None.**

The next meeting was scheduled for Tuesday, March 10, 2016 at 7:00 p.m. The meeting adjourned at 8:35 p.m.

These minutes recorded and submitted by Michelle Gobert, Director.