

Please note these minutes are unapproved. They will be reviewed and acted upon at the March 14, 2017 meeting.

Crandon Public Library Board of Trustees Meeting
Meeting Minutes

Place: Crandon Public Library
Lower Level

Date: February 14, 2017

Present: Board members Jill Krueger, Pete Davison, Bill Ison, Andy Space, Kari Decorah and Michelle Gobert, Library Director.

Call to Order: Jill Krueger called the meeting to order at 6:10 p.m.

Approval of the Agenda: Motion by Andy Space, seconded by Bill Ison, to approve the agenda as printed. All ayes. Motion carried.

Approval of the Minutes of the January 17, 2017 Library Board of Trustees meeting: Motion by Pete Davison, seconded by Andy Space to approve the January 17, 2017 minutes as presented. All ayes. Motion carried.

Citizen's comments: None.

Correspondence: Michelle reported that Kim Colburn had been appointed to the library board at the February City council meeting.

Committee Reports: Jill Krueger updated the Board about the Friends of the Library current projects. Michelle Gobert reported that the Foundation met earlier in the month and approved three out of the four projects that were approved at the January 2017 library board meeting.

Strategic Planning Report: Michelle distributed a strategic planning report. The report will be a monthly item on future agendas.

Director's Report: The Director's report was distributed.

Payment of Bills: Motion by Pete Davison, seconded by Andy Space to pay the bills as presented. All ayes. Motion carried. Michelle will forward the bills to City Hall for payment.

Review of the Crandon Public Library Financial Statements: Motion by Bill Ison, seconded by Andy Space, to approve the financial statements as presented. All ayes. Motion carried.

Old Business:

- A. **Crandon Public Library Personnel Policy.** Tabled. A committee meeting will be setup.
- B. **2017 Library Budget.** The 2017 Library budget was discussed briefly. The line items are dependent upon the 2016 carryover amount which will be completed as part of the annual report process. Tabled.
- C. Library Director's 2015-2016 Evaluation. To be discussed in Closed Session.
- D. Motion by Andy Space, seconded by Bill Ison, to move into closed session pursuant to WI Statutes 19.85 (1) (c) (f) – (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons. All ayes. The Board moved into closed session.

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E. Motion by Bill Ison, seconded by Andy Space, to reconvene into Open session. Jill Krueger requested the following statement be read into the minutes: The Library Board presented a copy of the 2015-2016 Library Director evaluation to Michelle Gobert with no issues noted. All ayes. The Board reconvened into Open session.

New Business:

- A. **Review of Crandon Public Library Fiscal Policy.** The Board requested revision of the Library Board by-laws be placed on the March 2017 agenda.
- B. **2016 Crandon Public Library Annual Reprt.** Motion by Andy Space, seconded by Kari Decorah to approve the 2016 Annual Report as presented. All ayes. Motion carried.
- C. **2016 Statement Concerning Public Library System Effectiveness.** Motion by Kari Decorah, seconded by Pete Davision, to indicate that the Wisconsin Valley Library System did provide effective leadership and adequately meet the needs of the library on the 2016 annual report. All ayes. Motion carried.

The next meeting date was scheduled for Tuesday, March 14, 2017 at 6:00 p.m.

The meeting adjourned at 7:00 p.m.

These minutes recorded and submitted by Michelle Gobert, Director.