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Crandon Public Library Board of Trustees Meeting
Meeting Minutes

Date: May 13, 2014

Present: Pete Davison, Jim Asher, Bob Warning, Cara Shepherd and Michelle Gobert, Director.

Call to Order: Board President Pete Davison called the meeting to order at 7:02 p.m.

Approval of the Agenda: Motion by Jim Asher, seconded by Bob Warning, to approve the agenda as printed. All ayes. Motion carried.

Approval of the Minutes of the March 11, 2014 Library Board of Trustees meeting: Motion by Cara Shepherd, seconded by Jim Asher to approve the minutes of the March 11, 2014 meeting. All ayes. Motion carried.

Citizen's comments: None

Correspondence: None.

Committee Reports:

Historical Collections Committee: The Forest County Historical and Genealogical Society met on May 12, 2014 and approved the proposed purchase service contract for local history services in the amount of \$7,800 for the months of May to October 2014.

Crandon Public Library Foundation. The Crandon Public Library Foundation held a special meeting on April 9, 2014 and approved guidelines for fundraising activities for the Crandon Public Library Foundation. These guidelines allow the Library Director to apply for grant funding on the Foundation's behalf provided criteria are met and the grant proposal has been reviewed and approved by the Board of the Library Foundation. The foundation has also asked the library board for a replacement board member for outgoing member R.T. Krueger. This decision was tabled.

Acknowledgements: None to report.

Director's Report: Motion by Jim Asher, seconded by Cara Shepherd to accept the Director's report in written form. All ayes. Motion carried.

Payment of Bills: Discussion regarding the procedures in place between the City clerk's office and the Library Director for the payment of bills. Michelle Gobert will meet to discuss the procedures with Jim Asher, Finance committee chair. Motion by Cara Shepherd, seconded by Bob Warning to approve the bills as presented. All ayes. Motion carried.

New Business:

a. **Crandon Public Library Board Nominating Committee Appointments.** Pete Davison, Chairperson, appointed Cara Shepherd (Chair), Jim Asher and himself to the committee.

b. **Crandon Public Library Board By-laws review.** Tabled.

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c. **“In Our Own Words : Forest County Oral History Initiative”**. Motion by Jim Asher, seconded by Cara Shepherd, to approve the grant proposal as amended to be submitted to the Crandon Public Library Foundation for approval and submission. All ayes. Motion carried.

d. **Early Literacy Initiatives 2014-2015**. Michelle Gobert, Director, updated the Library Board on the status of the Library’s Early Literacy initiatives for the 2014-2015 school year. No action was required.

Other Business:

A short discussion about the frequency of Library Board meetings was held. Motion by Jim Asher, seconded by Bob Warning, to hold monthly Board meetings on the 2nd Tuesday of each month unless noted with the time of the meetings to remain flexible. All ayes. Motion carried.

The next meeting date was scheduled for Tuesday, June 10th at 7:00 p.m.

The meeting adjourned at 8:40 p.m.

These minutes recorded and submitted by Michelle Gobert, Director.