

These minutes are unapproved and will be reviewed by the Library Board on September 8, 2015.  
Crandon Public Library Board of Trustees Meeting  
Meeting Minutes

Place: Crandon Public Library  
Lower Level

Date: August 11, 2015

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**Present:** Pete Davison, Rebecca Drescher, Jill Krueger, Andy Space, Cara Shepherd, Michelle Gobert.

Community member Kadee Montgomery was also present.

**Call to Order:** Vice-President Pete Davison called the meeting to order at 6:15 p.m.

**Approval of the Agenda:** Motion by Pete Davison, seconded by Jill Krueger, to approve the agenda as presented. All ayes. Motion carried.

**Approval of the Minutes of the June 9, 2015 Library Board of Trustees meeting:** Motion by Andy Space, seconded by Pete Davison to approve the minutes of the June 9, 2015 regular meeting. All ayes. Motion carried.

**Citizen's comments:** None.

**Correspondence:** Pete Davison read aloud a thank you card from former staff member Amanda Flannery.

**Committee Reports:** Michelle reported that the Friends of the Crandon Library will have their annual meeting in September.

**Acknowledgements:** Michelle Gobert acknowledged Lori Jaeger, Associated Bank, for the donation of a desk for use in the lower level office area.

**Director's Report:** Michelle Gobert distributed the August 2015 Director's report.

**Payment of Bills:** Motion by Andy Space, seconded by Jill Krueger to approve the payment of bills. All ayes. Motion carried. Michelle will forward the bills to City hall for payment.

**Review of current year budget:** The current year budget was reviewed. No additions or corrections were made.

**Review of Crandon Public Library Board Checking and Savings Account:** The documents were reviewed. No additions or corrections were made.

**Old Business:**

- A. **Library Board Appointments.** Michelle reported that it is expected that Paul Millan will appointment Kari Decorah and Kadee Montgomery to the Crandon Public Library Board at the Tuesday, August 18, 2015 Forest County Board meeting.
- B. **Library Board by-laws.** By-law revisions were discussed with revisions to be acted upon at the September 2015 monthly meeting.
- C. **Crandon Public Library Capital Improvement Plan 2015-2018.** Michelle reported that Stacy Karcz toured the library with her earlier in the day and discussed the beginnings of the plan.

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**New Business:**

- A. **Library Assistant Position Description and Vacancy.** Motion by Cara Shepherd, seconded by Andy Space to approve the position description as discussed with the wage set as negotiable based on the 2015 budget. All ayes. Motion carried.
- B. **Wisconsin Trustee Training Week.** Michelle highlighted the training opportunities being offered to Library Trustees and encouraged members to contact her if they were interested in participating.

Other Business for placement on future agendas: Trustee Essentials Chapter 1 and the Crandon Public Library Personnel policy will be added to the September agenda.

The next meeting was scheduled for Tuesday, September 8, 2015 at 6:00 p.m. The meeting adjourned at 8:30 p.m.

These minutes recorded and submitted by Michelle Gobert, Director.