

Minutes March 15, 2016
Edward U. Demmer Memorial Library
Library Board of Trustees Meeting

Trustee Attendance: Dianna Blicharz, Steve Garbowicz, Catherine Marshall, Kathleen Olkowski, Vicki Reuling, Laura Wipperman

Absent: Paul Kaiser

Other Attendees: Erica Brewster, Janet Dixon

Vicki Reuling called the meeting to order at 4:32 p.m.

Agenda:

Motion by Laura Wipperman, seconded by Catherine Marshall, to approve the agenda in any order. All ayes, motion carried.

Approval of Minutes: Motion by Steve Garbowicz, seconded by Laura Wipperman, to approve the minutes of the February 16, 2016 regular meeting as presented. All ayes, motion carried. Motion by Steve, seconded by Kathleen Olkowski, to approve the minutes of the February 16, 2016 special meeting with changes as discussed. All ayes, motion carried.

Correspondence:

Committee Reports:

Friends of the Demmer Library: Friends made \$100.00 at the last book sale in February. They will not be having a sale in March since Easter is the next day and several people will be out of town.

Three Lakes Public Library Foundation: The Foundation will meet again on Monday, March 21. They have not met since the previous meeting.

Oneida County Library Board: The Oneida County Library Board has not met since the last meeting. Next meeting will be in in July.

Director's Report:

The board requested the director ask Fraiser's for an estimate on the cost and repair plan to address the venting of the system to equalize pressures. This estimate would be used in budgeting for the 2017 annual budget.

Kathleen requested clarification on the Central Sort courier system and how that affects staff at the Demmer.

Catherine asked what attendance had been at the YA programs, after-school trivia and winter campfire. Seven attended the after school trivia and 17 attended the winter campfire event.

Budget Review:

Motion by Laura, seconded by Catherine, to approve vouchers 28 - 42 for February-March 2016 for payment from the Town Account and Special Account. All ayes, motion carried.

The 2016 expenditures to date were reviewed.

Old Business:

- **Building Renovation:**

Vicki reported on the Thursday, March 10 joint meeting with the Town regarding the building project. Vicki shared the Town's unapproved minutes, which includes a planning for a special meeting in April to include a

\$3.6 million question on the referendum. Vicki, Stella, Erica, Sue, Janet met with Melody from Becher-Hoppe this afternoon. Melody is going to develop some sketches of possibilities for work with \$1 million of “focused on expansion,” plus an itemized list of what is needed for maintenance costs. Melody will also develop a design for the Town new building which will be raised to eliminate the need for an internal ramp, thus allowing reconfiguration of the internal piece.

Vicki proposed that the Town plan a building as part of a “master plan” that would allow for the library to do a future expansion to “meet” the new Town building.

The Library board discussed philosophy for approaching referendum questions.

Melody will be able to have initial sketches within the week and opinion of cost within two weeks.

Chair Stella Westfall has given the contract for services from Becher Hoppe for these sketches, for 20-30 hours is \$2,500 - \$3,500 total. Becher-Hoppe stated approximately 50% of the hours would pertain directly to the library.

Motion by Steve Garbowicz, seconded by Laura Wipperman, that the Library Board of Trustees request the Town Board pay for the cost of the contract of services with Becher-Hoppe as the redesign is being contracted at the request of the Town Board. No further discussion. All ayes, motion carried.

The Library Board requests a special meeting for any designs/proposals from Becher-Hoppe prior to scheduling another new joint meeting with the Town.

- Trustees Essentials, Chapters 8 and 9: The board reviewed chapters 8 and 9 on planning for the library budget and managing the library’s money, with reflections on the current library renovation situation.

Vicki volunteered to facilitate Chapter 10 for the next meeting.

New Business:

- Worksite wellness proposal:

A worksite wellness grant was submitted to the Oneida County Health Department. Erica answered several questions relating to the structure of the challenge. The board discussed utilizing the health non-lapsing funds for the long-term sustainability of the program. The board stated that the program was creative and interesting. They will wait to hear back on the status of funding for the program, and then will consider requesting allocation of additional funds as needed.

Comments from citizens:

There were no citizen comments.

Next Meeting: April 19, 2016, 4:30 p.m.

There being no further business, the meeting was adjourned at 6:14 p.m.

Respectfully submitted: Erica Brewster, Director