

Minutes October 18, 2016  
Edward U. Demmer Memorial Library  
Library Board of Trustees Meeting

Trustee Attendance: Dianna Blicharz, Steve Garbowicz, Paul Kaiser, Vicki Reuling, Laura Wipperman

Absent: Catherine Marshall, Kathleen Olkowski

Other Attendees: Erica Brewster

Vicki Reuling called the meeting to order at 4:30 p.m.

**Agenda:**

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

**Approval of Minutes:** Motion by Laura, seconded by Paul Kaiser, to approve the minutes of the September 20 regular meeting as presented. All ayes, motion carried.

**Correspondence:** Erica noted that a correspondence (thank yous) received are posted at the front desk, so check there. Also, several short videos of children speaking about what they like about the library/look forward to with the renovation posted to the Referendum Facebook page.

**Committee Reports:**

**Three Lakes Public Library Foundation:** Library Foundation has not met since the last meeting.

**Oneida County Library Board:** The Oneida County Library Board took their 2017 budget request to the Oneida County Administration Committee on 10/11. It was approved to be forwarded to the full County Board in November.

**Director's Report:**

Following the torrential rain the previous evening, but no water was found in the building. Erica updated the quarterly usage count numbers for October. Some discussion of the Pumpkin Fest book sale and how it compared to the former monthly book sales.

**Budget Review:**

Motion by Steve, seconded by Paul, to approve vouchers 126 - 142 for September-October 2016 for payment from the Town Account and checks from Special Account. All ayes, motion carried.

The 2016 expenditures to date were reviewed.

Motion by Laura, seconded by Steve to approve the quarterly transfer for fines and copies was reviewed. All ayes, motion carried.

**Old Business:**

- **2017 Operational and Capital Budget:**

Erica informed the library board that the estimated health insurance line has been reduced by \$2,518.77 (subject to yet more change). The Town Clerk has requested removing \$3,500 for a copier and \$1,700 for computers from the capital budget, while leaving in the funds requested for fixing the lower level HVAC system in the budget. Discussion followed regarding concerns over allocating the funds and identifying other sources for those funds. Decision to allow the changes made by the Town to stand in interest of getting the deferred maintenance addressed.

- **Building Renovation:**

The Foundation action committee continues to make phone calls and a mailer will go out this week. No additional letters to the editor have been published. The Town Budget Meeting will be held on November 15. Discussion regarding next steps following the referendum followed.

- Library Mission Statement:

Catherine Marshall has been doing research on mission statements vs. values statements. Catherine provided a handout that was included in the packet, but was unable to attend this meeting. The board complimented her efforts and will table further discussion until she can participate.

**Comments from citizens:**

There were no citizen comments.

**Next Meeting: November 15, 2016, 4:30 p.m.**

There being no further business, Dianna made a motion to adjourn, seconded by Paul. All ayes, motion carried. The meeting adjourned at 5:30 p.m.

Respectfully submitted: Erica Brewster, Director