

Algoma Public Library
Board of Trustees Meeting Minutes
January 18, 2016

Members Present: Director Amanda Burns
James Barlow
Pat Cichon
Diana McAnich
Nancy Kratz
Carolyn Wolske

Members Excused: Julia Lasecki
Ann Schoenborn

The January 18, 2016 meeting of the Board of Trustees of the Algoma Public Library was called to order by Vice President, Nancy Kratz, at 4:00pm. A motion to approve the agenda was made by Pat Cichon, seconded by Carolyn Wolske, motion carried. There was no public input. A motion to approve the minutes of the December 21, 2015 meeting of the Board of Trustees of the Algoma Public Library was made by Diana McAnich, seconded by James Barlow, motion carried.

FRIENDS OF THE LIBRARY REPORT: Pat Cichon reported that the Friends are planning a dinner to celebrate Rita Schiesser and all she did for the library. At this time, that is the only item they are actively working on. Pat reminded everyone that the Friends paid for the framing to be done on some works of art that are now displayed in the library. She suggested that if you had not seen them already to take a look.

DIRECTOR'S REPORT: Amanda Burns reported about the library. She explained how she prefers to do handled the director's report and the board accepted the idea. Amanda submitted a written report with goals and how she is working on/toward them. She told the board that if they would like to add/remove/amend/change any of the goals she is open to hearing from them. Amanda explained that she is looking at upgrading the library website and there are a few options in the works. She also mentioned that the roof leaked after the big snowstorm and a radiator appears to be leaking. She is working on both these items. Amanda also presented the December 2015 statistics for the library.

TREASURER'S REPORT: A new report was created by Amanda and presented to the board. This report listed all the revenue items for the month. This new report will be given each month so the board can be kept up to date of all the financial happenings of the library.

LIBRARY BILLS: A motion to approve the January 2015 expenditures was made by James Barlow, seconded by Diana McAnich, motion carried.

OLD BUSINESS: Amanda updated the board on the status of the new Microfilm Machine. The machine is at the library and the new computer, monitor, and printer are at the Nicolet offices.

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John from Nicolet has to make the computer library ready but there are a few questions that need to be answered by Integrated Imaging, the company the microfilm machine is from, before this can happen. Amanda is in contact with Integrated Imaging and will update John as soon as possible.

NEW BUSINESS: The board looked at the evaluation of the 2015 NFLS Subprogram grant that was used to purchase e-books. The board also looked at the proposed 2016 NFLS Subprogram grant to purchase more e-books. A motion to approve the 2016 NFLS Subprogram grant was made by Pat Cichon, seconded by Diana McAnich, motion passed.

Amanda presented a quote from Bartelt Business Machine for a new color copier/printer for the Algoma Public Library. The current copier is almost 5 years old and the lease will be up in six months. Bartelt would like to pay off the library's current lease early as they have another customer who would like the machine that is currently at the library. Our current lease is \$67.05 per month. The new color machine would be \$83.61 per month. This new lease would be for 5 years and include all service to the machine and all toner. The library would be saving money by having the public print directly to the new color machine and not the old machine. A motion to get the color copier/printer machine was made by James Barlow, seconded by Diana McAnich, motion carried.

CLOSED SESSION: A motion to go to closed session for matters under State Statute 19.85(b)(c)(f)-Personnel Matter was made by Pat Cichon, seconded by Diana McAnich, motion carried. Closed session began at 4:35pm.

OPEN SESSION: A motion to go to open session was made by Pat Cichon, seconded by Nancy Kratz, motion carried. Open session began at 4:40pm. No action was taken on closed session discussion.

ADGENDA ITEMS FOR NEXT MEETING: Amanda will present new policy options for the Algoma Public Library's Holiday Policy.

ADJORN: A motion to adjourn was made by Diana McAnich, seconded by Carolyn Wolske, motion carried. Meeting adjourned at 4:45pm. The next meeting of the Algoma Public Library Board of Trustees will be Monday, February 15, 2016 at 4:00pm in the Library Meeting Room.

Minutes Recorded by Carolyn Wolske
Minutes Written by Amanda Burns
Algoma Public Library Board of Trustees
January 19, 2016