

Bridges Library System Board Meeting Minutes
October 16, 2018

PRESENT: Dick Nawrocki, Larry Nelson, Linda Ager, Jim Heinrich, Art Biermeier, Howard Pringle, Amy Reichert, Dwayne Morris

Absent/Excused: Rose Sura, Nancy Wilhelm, Jean Yeomans

OTHERS: Connie Meyer, Bridges Library System Director; Leann Lehner, Jefferson Public Library Director and APL representative; Bruce Gay, Waukesha Public Library Executive Director and Resource Library representative; Stacey Lunsford, Irvin L. Young Memorial Library Director and Meg Henke, Bridges Library System Administrative Specialist

Call to order: Linda Ager, the Board Vice-President, called the meeting to order at 6:05 p.m. at the Irvin L. Young Memorial Library in Whitewater.

Comments for the Public: None.

Correspondence: None.

Meeting Minutes: An Art Biermeier/Amy Reichert motion to approve the minutes for the September 2018 Bridges Library System Board meeting as presented passed unanimously.

ACTION ON THE BILLS REPORT

Bills Report: A Jim Heinrich/Linda Ager motion to approve the monthly invoices for funds 205, 210 and 215 for October 2018 as submitted passed unanimously.

Financial Report: Connie Meyer reported the forecast for year-end 2018 would end in the black for the overall budget. A question in Fund 215 reporting of revenue was made by Jim Heinrich. A Jim Heinrich/Art Biermeier motion to postpone acceptance of the month financial report until a revised statement is presented at the November board meeting was unanimously accepted.

REPORTS

APL: Leann Lehner reported that the APL did not meet in October due to a lack of quorum.

Resource Library Report: Bruce Gay reported the Waukesha Reads program is underway. Trustee Nelson held a book discussion group and had a record turnout of 31 attendees. The dinner and a movie event is October 24th. There are a few remaining seats open, contact Joan Quinlan if you'd like to attend. On October 15th the library hosted bilingual children's author/illustrator, Angela Dominguez author of *Stella Díaz has Something to Say* and illustrator of the popular "Lola Levine" books, for a special family evening at the library. Families met Ms. Dominguez, received a complimentary copy of one of her book, and enjoyed a community dinner and cultural project. The Library installed a new piece of public art into its permanent collection. *Sandhill Cranes* by Tom Rauschke is a wooden mobile installed in the north atrium to fill that space with form, color, and movement. The strategic plan is almost complete and is anticipated to have board acceptance in November.

Bridges Staff Report: Meg Henke reported that the 2018 Trustee's dinner was well received and many compliments had been shared. This year 108 attended which is up by 8% over the 2017 event. Meg stated that it is time for the System Director's annual review. The evaluation form and self-addressed stamped envelope are included in the folders. This year the form was revised at the direction of President Dick Nawrocki to encourage better response rates. Staff, Trustees and member library directors will all have the opportunity to complete the annual review. Please take time to return your completed review to Dick by November 9th.

At 6:39 p.m. the acting chair of the meeting, Linda Ager, turned over the chairperson role for the conclusion of the meeting to Dick Nawrocki, Bridges Library System Board President.

Bridges Director's Report: Connie reported the heating system at the Bridges Library System offices has died. Berg Management is working to have a new system installed. No ETA for project completion at this time. The office is using space heaters in the interim. No APL meeting was held this month due to a lack of quorum. There was nothing critical on the agenda that could not be easily moved to the November meeting. The WLA conference is next week Wednesday 10/24 through Friday 10/26 in La Crosse, WI. Library System 2019 budget presentations are complete for Jefferson County and Waukesha County. Records retention discussions are in process about the practices, requirements and policy for the Library System. Keeping state statutes in the forefront of the discussion, Waukesha County Corp Counsel, Debbie Price is working with us on this project. The records retention policy will be presented to the Library System Board for review and approval at a future meeting.

DISCUSSION/ACTION ITEMS

PLSR Discussion: Connie Meyer reported that the latest draft (as of 10/16/18) of the PLSR Steering Committee report is included in the meeting folders for reference. Based on Steering Committee feedback the draft is under revision over the next few weeks. The final report will be delivered to the State Superintendent of Public Instruction. The DPI will seek public feedback on the final report. The PLSR Steering Committee will be presenting the draft report at the WLA conference next week.

2019 Café Membership Addendums: A Howard Pringle/Dwayne Morris motion to approve the 2019 2019 Café Membership Addendums as submitted passed unanimously.

2019 Café Consulting, 2019 Café Office Space and 2019 Resource Library contracts with Waukesha Public Library: A Linda Ager/Art Biermeier motion to approve the 2019 Café Consulting, 2019 Café Office Space and 2019 Resource Library agreements with Waukesha Public Library with the following corrections to the 2019 CAFÉ Office Space agreement: add Jefferson County in paragraph 2, change the number of libraries from 16 to 24, and insert the word "annual" to clarify the compensation amount listed in item #3 is an annual rent payment. Motion passed unanimously.

Next meeting: Tuesday, November 20, 2018 at 6:00 p.m. at the Bridges Library System offices (741 N. Grand Avenue #210, Waukesha, WI 53186).

At 7:26 p.m., a Jim Heinrich/Art Biermeier motion to adjourn passed unanimously.

Minutes prepared by:

Meg Henke
Administrative Specialist

Respectfully Submitted:

Jean Yeomans
Board Secretary