

Neillsville Public Library Board Meeting
Neillsville Public Library
403 Hewett Street
Neillsville, WI 54456
November 15, 2016

AGENDA:

Call to Order: 5:00 PM

Roll Call:

Present: Jerry Quicker, Nancy Kopp, Jill Neville, Graeme Williams,
Tracey Steffen

Others in Attendance: Cara Hart, Kathy Wegner, Gary Stern

Report on Notice of Meeting: Posted

Minutes of Previous Meeting: Motion to approve and accept the minutes of September 20, 2016 by Graeme Williams; 2nd by Nancy Kopp. All ayes. Motion carried.

Librarian's Report: Cara Hart's report and Kathy Wegner's report.

Old Business:

-Discussion on new substitute member to library staff. Appropriate ads were run and twelve applications were received. Of these twelve, two were interviewed by Jerry, John and Cara. The motion to hire Barb Freedlund as the new substitute to the library staff, was made by Nancy Kopp; 2nd by Jill Neville. All ayes. Motion carried.

-Discussion on fundraisers. Cara would like to go ahead with a soup dinner as a library fundraiser. Also, the canvas bags are here and ready to print. There will be no additional cost to completing them. It was also suggested we do a Culver's fundraiser. A motion was made by Nancy Kopp to approve all the above fundraisers; 2nd by Graeme Williams.

New Business:

-Discussion on library redesign. Gary Stern from Demco presented the board with a draft of a possible children and teen area redesign.

* Several options for seating and tables were discussed by the group. Kathy is concerned about having adequate seating for her activities and about the ease of setting up and tearing down. The cost of the redesign

in total is estimated at \$55,000. This does not include carpet replacement.

*It was determined that in order to replace existing shelves, carpet would have to be replaced underneath. We have the carpet squares, but we will need Russell's to install. Cara will speak with Russell's regarding the cost of the replacement.

*Cara has received verbal approval by the Library Foundation to cover the cost of the items included in the redesign, as well as pay for the carpet replacement, delivery, installation and removal of existing units. Motion by Tracey Steffen to approve and accept the library redesign contingent on Foundation approval; 2nd by Williams. All ayes. Motion carried.

Discussion on patron behavior policy. Recently there was an incident in the library which caused the staff some concern. It has been remedied, and a patron behavior policy has been drafted to avoid further incidents. Cara modified an existing library policy from Marathon County to fit our library. Cara will request City Attorney Wachsmuth's approval. Motion by Kopp to accept the policy based on the input of the city attorney; 2nd by Steffen. All ayes. Motion carried.

Discussion on 3D printer amended policy. The policy has been amended and approved. Motion to accept the amended policy by Jill Neville; 2nd by Kopp. All ayes. Motion carried.

Bills and Vouchers: Bills and vouchers were presented and discussed. Motion made by Williams to accept and file the bills and vouchers as presented; 2nd by Kopp. All ayes.

Balances and Accounts: information presented and reviewed.

Library Community News: There will be a Makerspace workshop at no cost to patrons. This workshop is full. Perhaps more will be scheduled in the future.

Next Library Meeting: January 17, 2017 at 5:00 PM

Communications: none

Adjournment: Motion to adjourn by Williams at 6:05 PM; 2nd by Nancy Kopp. All ayes.

