

Barron Public Library

Board of Trustees Regular Monthly Meeting

Tuesday, November 7, 2017 5:30 p.m.

Present: Mo Tollman, Andy Rick, Mark Klein, Kathee Yamada, Heidi O. Hong, Janet Espeseth

Absent: Diane Tremblay

Also Present: Susan Queiser, Bob Kazmierski

The Barron Public Library Board of Trustees meeting was called to order by President Heidi O Hong at 5:31 p.m.

**Approval of the Agenda:** Motion: Mark/Janet to approve the agenda as corrected (date of Tuesday, November 7). Motion carried, all voting YES.

**Approval of the Minutes:** Motion: Mo/Mark to approve the minutes as printed from the October 5th meeting. Motion carried, all voting YES.

**Library Staff Report:** Sue reported that the City Council will have the final approval of their budget on November 14<sup>th</sup> with the board's priorities of library door security, camera security and a feasibility study included. The board was given a handout prepared for the council, which summarizes the year's goals. Circulation statistics were discussed and ideas to continually improve our numbers were explored. Fall and winter programming was shared, as well as comments from the recent Wisconsin Library Association in October. Staff has recently been trained on the use of the new sound system, the new rental forms for the building, and safety training.

**2018 Budget: Motion:** Motion: Janet/Mo to approve the budget as presented. Motion carried, all voting YES.

**Job Descriptions:** Motion: Mark/Andy to accept the restructuring as presented of the tentative job descriptions, pending two readings and review in January. Motion carried, all voting YES.

**Approval of the Bills:** Motion: Janet/Mark to approve the bills as written. Motion carried, all voting YES.

**Announcements:** There has been no further correspondence with the Ridgeland Library group at this time. Mark Klein and Heidi Hong were thanked for their work on the job descriptions. Andy Rick was thanked for his assistance with the landscaping. Janet invited the board and guests to her home following the December 7<sup>th</sup> meeting for holiday cheer. Bob Kazmierski thanked the board, particularly the leadership of Heidi O. Hong, for a very effective and efficient meeting.

Meeting was adjourned at 6:48 p.m.

Respectively submitted, Kathee Yamada, Secretary BOT