

MENOMINEE COUNTY LIBRARY BOARD

Minutes December 12, 2017

Approved: January 9, 2018

C. Peterson called the meeting of the Menominee County Library Board to order at 4:01 PM on Tuesday, December 12, 2017.

Present: C. Peterson, J. Freis, K. McNeely, M. Fagan, N. Tuinstra, and Commissioner L. Schei.

N. Tuinstra moved to approve the agenda. Support by M. Fagan. Motion carried.

K. McNeely moved to amend the agenda, support by N. Tuinstra. Motion carried.

C. Peterson moved to add agenda item *5 A. Appointment of the Superiorland Library Cooperative voting Board Member representative from Menominee County Library.* Support from J. Freis. Motion carried.

Public Participation: Pat Cheski, Menominee County Library's representative to the Superiorland Library Cooperative Board, reported: The Superiorland Library Cooperative has changed from monthly meetings to quarterly meetings. A special meeting was called for December 15, 2017 to address budget issues and personnel concerns raised by Superiorland Library Cooperative staff and Library directors. Pat reminded the Library Board that Menominee County has a voting seat on the current Superiorland Library Cooperative Board.

N. Tuinstra moved to approve the minutes from the November 14, 2017 meeting, support by M. Fagan. Motion carried.

K. McNeely moved to appoint Pat Cheski as the Menominee County Library's representative to the Superiorland Library Cooperative Board for the current term, expiring September 30, 2018, support C. Peterson. Motion Carried.

M. Fagan moved to approve the November financials, support from N. Tuinstra. Motion carried.

J. Freis moved to approve the December bills, support by K. McNeely. Motion carried.

Director's Report

Library: We have continued with Carol Fronsee's nativity collection in the display case. The Crafty Crew from Cedar River decorated the Hayward room Christmas tree. They also donated gifts, candy and ornaments to be given to children visiting the library in December.

Staff: The Cataloger position is posted with a closing date on 12/15/2017. All Library position descriptions will be updated to reflect current workloads after the County Personnel Committee meets.

Statistics: The annual State Aid report has been completed and submitted. Annual statistics were provided to the Board for review.

Financial: FY2016/17 year-end financials are completed and are waiting for the auditor's review and final report.

Bookmobile: Last month's Bookmobile "no-start" was due to the alternator. Business on Wheels replaced the alternator. The missed day due to repairs, was made up later in the month.

Programing: The Give-a-Kid-a-Book book drive in partnership with Spies Library was successful. Jessica Cross, a local author, visited the Library on Saturday December 16, 2017 promoting her new book "Cottage in the Woods".

Friends: An open house for Carolyn Laurin's retirement will be hosted by the Friends on January 19, 2018 from 1-3 pm.

Volunteers: Volunteer hours this month were 40.

Building and Grounds: The roof patch seems to be working there were no leaks this month.

New Business

A. J. Freis moved to amend the director's contract to include any approved raises for County Department heads in January 2018. Support by N. Tuinstra. Motion carried.

B. Discussion on staffing issues and proposed updates on Position Descriptions.

Public Participation: No public present.

As there was no further business, M. Fagan moved to adjourn the meeting. Support by N. Tuinstra. Motion carried. Meeting adjourned at 4:45 PM.

Submitted by:

Amanda Winnicki, Library Director