

**LIBRARY BOARD**  
**July 25, 2018**

**LIB20180725-1**  
**UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, July 25, 2018, 6:30 p.m. at the Cedarburg Public Library, W63 N589 Hanover Avenue, Community room.

The meeting was called to order by President Sue Karlman at 6:32 p.m.

Roll Call: Present - Council Member Garan Chivinski, Sue Karlman, Dewayna Cherrington, Debra Goeks, David Moburg (left meeting at 7:40 p.m.), Todd Bugnacki (6:35 p.m. – 7:55 p.m.)

Excused - Sherry Bublitz

Also Present - Library Director Linda Pierschalla

**STATEMENT OF PUBLIC NOTICE**

President Karlman acknowledged that the agenda for this meeting was distributed and posted in compliance with the Wisconsin Open Meetings Law.

**COMMENTS & SUGGESTIONS FROM CITIZENS** - None

**APPROVAL OF MINUTES**

Motion made by Debra Goeks, seconded by DeWayna Cherrington, to approve the minutes from the June 27, 2018 meeting as presented. Motion carried without a negative vote with Todd Bugnacki and Sherry Bublitz excused.

**APPROVAL OF BILLS & FINANCIAL STATEMENTS**

Director Pierschalla briefly recapped the financial statements. The Library is at 46% spent, which is on track for the budget.

Motion made by DeWayne Cherrington, seconded by Council Member Chivinski, to approve the bills and financial statements as presented.

**REPORTS**

**Director's Report**

Director Pierschalla recapped her report as provided to the members.

The Board discussed ways to bring interesting projects, such as School District/Cedarburg Public Library collaboration on technology and initiatives, to the attention of the Common Council.

DeWayna Cherrington reported that the Friends of the Library book sale earned about \$13,000; however, expenses still need to be subtracted.

**School Report**

Todd Bugnacki explained that the School District is working on a PR campaign ahead of the referendum in November. He asked whether it would be possible for the Library to display an information board and flyers about the referendum. Improvements will include changes and upgrades to four out of five school IMC's. The District is trying to hire part-time staff for the school IMC's.

**UNFINISHED BUSINESS**

**Update on Implementing a Strategic Planning Process Incorporating Self-Analysis Using New DPI Standards; and Action Thereon**

Debra Goeks reported that an interview with Bruce Smith at WILS has been scheduled for August 22 (next Library Board meeting).

**NEW BUSINESS**

**Review Material Selection and Reconsideration Policies; and Action Thereon**

Motion made by Council Member Chivinski, seconded by DeWayna Cherrington, to approve both policies as presented with minor corrections and changes as discussed. Motion carried without a negative vote with Sherry Bublitz excused.

**Review and Discuss Policy for Temporary Art Exhibits; and Action Thereon**

The Board briefly discussed this and asked Director Pierschalla to clarify some details and review the new policy in conjunction with an existing policy on art exhibits in the Library. The Board will discuss this policy again at the August meeting.

**Review and Discuss Preliminary 2019 Budget Draft; and Action Thereon**

Director Pierschalla and the Board Members Cherrington, Karlman, Goeks, and Council Member Chivinski reviewed the draft budget. The Board discussed professional salaries, library marketing, and maintenance needs. The Board asked Director Pierschalla to bring a draft of the Fund Balance policy to the August Board meeting.

**ADJOURNMENT**

Motion made by Debra Goeks, seconded by DeWayna Cherrington, to adjourn the meeting at 8:40 p.m. Motion carried without a negative vote with Sherry Bublitz, Todd Bugnacki and David Moberg excused.

Debra Goeks  
Secretary

adk