

**LIBRARY BOARD**  
**August 22, 2018**

**LIB20180822-1**  
**UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, August 22, 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, Todd Bugnacki, Sherry Bublitz

Also Present - Library Director Linda Pierschalla, Assistant Director David Nimmer

**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

**PRESENTATION**

**GoToMeeting Presentation with Bruce Smith from WI Library Services (WiLS) on Strategic Plan Design**

Bruce Smith of WiLS talked about the strategic planning process he could lead for the Cedarburg Public Library if retained. The presentation was followed by an open question period for the Board Members.

**APPROVAL OF MINUTES**

Motion made by Debra Goeks, seconded by Sherry Bublitz, to approve the minutes from the July 25, 2018 meeting as presented. Motion carried without a negative vote.

**APPROVAL OF BILLS & FINANCIAL STATEMENTS**

Motion made by Sherry Bublitz, seconded by Council Member Chivinski, to approve the bills and financial statements as presented for the month of July. Motion carried without a negative vote.

**REPORTS**

**Director's Report**

Director Pierschalla reviewed the main points of the Staff & Director's Reports.

**School Report**

Todd Bugnacki reported that Krista Penrod has been hired to replace Rachel Yurk as Instructional Technology Expert, supporting integration of technology into class rooms, helping teachers and students.

The School Board has approved a ballot question for the November election. The information campaign has kicked off.

**UNFINISHED BUSINESS**

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

The Board Members quickly spoke about their reaction to Bruce Smith's presentation and whether they'd want to proceed. The Board agreed to move forward first with requesting funding from The Friends of the Library. Debra Goeks volunteered to write a proposal for The Friends of the Library to consider.

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

The Board decided no action was needed to revise the Art Policy adopted in 2014.

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

Director Pierschalla reported that there have been no changes to the budget draft since the July meeting.

**NEW BUSINESS**

**Discuss Joint County Library Plan; and Action Thereon**

The Board briefly discussed the upcoming planning process for the Joint Ozaukee & Sheboygan Counties 5-year library plan.

**Review Library Fund Balance Policy Draft; and Action Thereon**

The Board discussed guidelines for a policy, a minimum fund balance, and usage guidelines for the fund. Director Pierschalla and Chairperson Karlman will discuss this further with City Administrator/Treasurer Mertes and report back to the Board with a final draft for action in September.

**Consider 2109 Library Closing Dates; and Action Thereon**

Motion made by Sherry Bublitz, seconded by David Moburg, to approve the calendar of proposed closing dates in 2019, with the addition of December 13, 2019 for a library in-service day. Motion carried without a negative vote.

**ADJOURNMENT**

Motion made by Sherry Bublitz, seconded by Council Member Chivinski, to adjourn the meeting at 8:55 p.m. Motion carried without a negative vote.

Debra Goeks  
Secretary

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