

**LIBRARY BOARD  
September 26, 2018**

**LIB20180926-1  
UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, September 26, 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 6:31 p.m.

Roll Call: Present - Sue Karlman, Dewayna Cherrington, Debra Goeks, David Moburg, Sherry Bublitz

Excused - Council Member Garan Chivinski, Todd Bugnacki

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 Sherry Bublitz, seconded by David Moburg, to approve the minutes from the August 22, 2018 meeting as presented. Motion carried without a negative vote with Council Member Chivinski and Todd Bugnacki excused.

**APPROVAL OF BILLS & FINANCIAL STATEMENTS**

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

**REPORTS**

**Director's Report**

The Board discussed several points in the Director's Report, including the budget presentation to the Common Council on October 8; the Cedarburg Reads program; the faulty glass doors in the Community Room; display of local art; and adult programming. The CPL radio equipment is being moved to the Youth Activities room. The Board discussed how to let patrons know they can use the Community Room (if available) when study rooms are full.

**School Report**

The Cedarburg Public Library is collaborating with a Cedarburg High School teacher on an information literacy course.

**UNFINISHED BUSINESS**

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

Debra Goeks and Dewayna Cherrington updated the Board on the request to the Friends of the Library to fund the strategic planning initiative. The Board requested a response by October 12.

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

The Library is asking for a 0% increase.

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

The Board discussed a draft of the fund balance policy. The Members discussed how to determine the appropriate amount for a fund balance, whether to set a number as a percentage of the annual budget or some months of operating expenses.

Motion made by Debra Goeks, seconded by Sherry Bublitz, to accept the Fund Balance policy with changes as discussed by the Board. Motion carried without a negative vote with Council Member Chivinski and Todd Bugnacki excused.

**ADJOURNMENT**

Motion made by Sherry Bublitz, seconded by David Moberg, to adjourn the meeting at 8:10 p.m. Motion carried without a negative vote with Council Member Chivinski and Todd Bugnacki excused.

Debra Goeks  
Secretary

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