

**LIBRARY BOARD**  
**January 21, 2015**

**LIB20150121-1**  
**UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, January 21, 2015, at the Cedarburg Public Library, W63 N589 Hanover Avenue, Community Room.

The meeting was called to order by President Sue Karlman at 6:37 p.m.

Roll Call: Present – Council Member Mike O’Keefe, Sue Karlman, Debra Goeks, Elizabeth Bryde, Vonna Pitel, Sherry Bublitz, Steve Ruggieri

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 AND SUGGESTIONS FROM CITIZENS-** None

**APPROVAL OF MINUTES**

Motion made by Liz Bryde, seconded by Sherry Bublitz, to approve the minutes of December 17, 2014 as presented. Motion carried without a negative vote.

**APPROVAL OF BILLS**

Motion made by Sherry Bublitz, seconded by Vonna Pitel, to approve the bills as presented. Motion carried without a negative vote.

**REPORTS**

**Director’s Report**

Director Pierschalla discussed the December 2014 financial report. Expenses will not be as high as projected. The Board reviewed and discussed the Director’s Report.

The Board discussed how the materials budget is allocated for collection areas, and goals for the collection (more young adult materials; larger collection so that Cedarburg is no longer a net borrower within the Easicat System). The Board spent some time discussing the pros and cons of restricted access to the staff offices.

Director Pierschalla reported that Paul Onufrak resigned from the Eastern Shores Library System, so the tech support from ESLS is compromised. She also announced that Rosalia Slawson, Community & Adult Services Librarian, will be on maternity leave in July. Director Pierschalla is working on solutions to cover staffing needs during her absence.

**School Report** - None

**UNFINISHED BUSINESS**

**Discuss Donor Recognition Board; and Action Thereon**

Motion made by Steve Ruggieri, seconded by Liz Bryde, to accept the estimate from Jon Thiel for Sign Effectz fabrication of 1" x ½" aluminum flat bar grid with anodized finish and 1/8" aluminum letters on the top panel; matte finish on the lexan panels. Top panel words will be the name of the building campaign, "Building for the Future." The donor wall is to be paid for out of the construction budget. Motion carried without a negative vote.

The Board also discussed signs and plaques for donor recognition. Director Pierschalla presented a quote from Henrickson for signs for donor recognition inside the building.

Motion made by Sherry Bublitz, seconded by Vonna Pitel, to accept the quote from Henrickson for recognition signs, to include donors and a sign recognizing two Board Members who died while serving on the Board (Art Palleon and Noel Jepson) with funds to come from the construction budget. Motion carried without a negative vote.

**Discuss Signage for the Library Facing Hanover Ave; and Action Thereon**

President Karlman reported on the cost to add the Library name to the east side of the building.

**Update on New Building; and Action Thereon**

Director Pierschalla reported on the training staff received on the HVAC control system.

**Update on the Eastern Shores Library System (ESLS) Joint County Library Planning Committee Report; and Action Thereon**

Steve Ruggieri reported on how the County Supervisors received the report.

**Review Library Code of Conduct Policy; and Action Thereon**

The Board discussed whether to develop a comprehensive policy on banning people who violate the Library's Code of Conduct. Sherry Bublitz reported on her research into State of the Practice. The Board decided to develop a policy and return to this item at the next meeting. Sue Karlman, Sherry Bublitz and Director Pierschalla will develop a draft for the Board to discuss at the next meeting.

**NEW BUSINESS**

**Review Internet Policy; and Action Thereon**

The Internet Policy will be considered and revised in connection with the Code of Conduct Policy.

**ADJOURNMENT**

Motion made by Sherry Bublitz, seconded by Debra Goeks, to adjourn the meeting at 8:43 p.m. Motion carried without a negative vote.

Debra Goeks  
Secretary