

**LIBRARY BOARD**  
**April 20, 2016**

**LIB20160420-1**  
**UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, April 20, 2016, 6:30 p.m. at the Cedarburg Public Library, W63N589 Hanover Avenue, Community Room.

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

Roll Call: Present - Council Member Rick Verhaalen, Sue Karlman, Vonna Pitel (excused at 7:53 p.m.), Sherry Bublitz, Steve Ruggieri, Debra Goeks, Elizabeth Bryde

Also Present - Library Director Linda Pierschalla

**STATEMENT OF PUBLIC NOTICE**

Sue 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 Sherry Bublitz, seconded by Vonna Pitel, to approve the minutes from the March 16, 2016 meeting as presented. Motion carried without a negative vote.

**APPROVAL OF BILLS**

Director Pierschalla reviewed the revenue and expenses.

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

**REPORTS**

**Director's Report**

The Board discussed items from the Director's Report, specifically, building issues as follows:

- Rain garden problem with mulch needs to be fixed. The Garden Club may be able to help. Some landscape work is needed but there is not \$400 in the budget for the work.
- Lighting – the system is still a problem and Director Pierschalla is looking for a local contractor to work on the system.

The Board spent some time talking about a proposed merger between ESLs and the MWFLS, including budget and delivery issues.

**School Report**

Vonna Pitel reported on her liaisons with the Cedarburg School District IMC Staff.

**NEW BUSINESS**

**Consider a Policy for the Checkout of Laptops for use in the Library; and Action Thereon**

The Board agreed to set the usage fee at \$1.00. The Board discussed other points of the draft policy and asked for these to be clarified in the final policy (fine for damage, consequences of internet policy violations, restroom breaks, and an overdue fee).

The Board discussed the need to review all of the Library policies, as some have not been updated since 2000. Sue Karlman, Vonna Pitel, and Debra Goeks agreed to serve on a Policy Committee to review all Library policies.

**Discuss a Strategic Plan for the Library; and Action Thereon**

The Library Board agreed on the need for a Strategic Plan and decided to come to the next meeting prepared to discuss the first steps to develop a Strategic Plan for technology. The Board agreed to try to keep the process fast and simple and to do it within the current meeting schedule. Sue Karlman will invite Amy Birtell to attend the next meeting to advise on the process.

**Update on Potential Merger with Dodge and Washington County Libraries; and Action Thereon**

This item was discussed during the Director's Report.

**Consider Certificate of Appreciation Recognizing Elizabeth Bryde for Ten Years of Service on the Cedarburg Public Library Board; and Action Thereon**

President Karlman presented a Certificate of Appreciation to Liz Bryde. Council Member Verhaalen thanked Ms. Bryde for her service.

**ADJOURNMENT**

Motion made by Sherry Bublitz, seconded by Debra Goeks, to adjourn the meeting at 8:03 p.m. Motion carried without a negative vote.

Debra Goeks  
Secretary

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