

**LIBRARY BOARD
May 20, 2015**

**LIB20150520-1
UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, May 20, 2015 at the Cedarburg Public Library, W63 N589 Washington Avenue, second floor, staff room.

The meeting was called to order by President Sue Karlman at 6:42 p.m.

Roll Call: Present – Council Member Rick Verhaalen, Liz Bryde, Sherry Bublitz, Debra Goeks, Sue Karlman, Vonna Pitel, Steve Ruggieri

Also Present - Library Director Linda Pierschalla

STATEMENT OF PUBLIC NOTICE

Board 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

ELECTION OF PRESIDENT, VICE-PRESIDENT AND SECRETARY; AND ACTION THEREON

Motion made by Sherry Bublitz, seconded by Vonna Pitel, to re-elect current officers (Sue Karlman as President; Steve Ruggieri as Vice President; Debra Goeks as Secretary). President Karlman asked three times if other Board Members wanted to serve. No one volunteered, no discussion. Motion carried without a negative vote.

APPROVAL OF MINUTES

Motion made by Sherry Bublitz, seconded by Steve Ruggieri, to approve the minutes of the April 22, 2015 meeting as presented. Motion carried without a negative vote.

APPROVAL OF BILLS

The Board asked about details of the expense report—plumbing, supplies, etc. Director Pierschalla reported on building maintenance issues. Some problems, such as lighting, may be solved by a maintenance agreement and she is getting quotes. The glass doors have had to be repaired. Director Pierschalla and Assistant Director Wunsch have had to spend a lot of time on building maintenance. Additional support is needed.

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

REPORTS

Director's Report

Director Pierschalla and the Board discussed the Director's Report.

- Evaluations and goals for staff
- Patron feedback indicates that customer service has improved

The Board briefly discussed acquiring a U.S. flag and State flag for the meeting room. There was discussion of how to provide databases so that patrons use them. The Board followed up on last month's discussion of Young Adult collection—how to add to the collection quickly to take advantage of interests and patron traffic.

School Report

Vonna Pitel will report to the School Board the week of May 26.

UNFINISHED BUSINESS

Update on the Library Art Committee; and Action Thereon

Notes from a meeting on May 14 were distributed (attached)—Director Pierschalla and Steve Ruggieri reported on this meeting. Loan of art from c.t. Whitehouse and Barbara Joose will likely leave the building sometime after the first anniversary; timing and details to be decided. The Board discussed some pieces that the library might want to buy from them, if available.

Discuss Donor Recognition Board; and Action Thereon

The Donor Board is being fabricated and may be installed on June 19.

NEW BUSINESS

First Anniversary of New Library Event Planning; and Action Thereon

The first anniversary event will possibly take place the week of July 12. Donor recognition events may be included such as behind-the-scenes tour and art tour. The Board proposed Thursday, July 16.

Discuss a Library User Survey; and Action Thereon

Director Pierschalla is collecting examples of a user survey to develop a short survey for the Library to create a benchmark for service and patron interest.

Review ESLS 403 Labs Report for Possible Security Breach of Computer at Library in Saukville; and Action Thereon

Director Pierschalla reviewed the report on a possible security breach at ESLS. Later it was determined there was no breach and some recommendations to improve security in the future will be implemented.

Review and Certify Code of Ethics; and Action Thereon

Motion made by Steve Ruggieri, and seconded by Sherry Bublitz, that all Members of the Board have reviewed and certified the City's Code of Ethics. Motion carried without a negative vote.

LIBRARY BOARD
May 20, 2015

LIB20150520-3
UNAPPROVED

ADJOURNMENT

Motion made by Sherry Bublitz, seconded by Steve Ruggieri, to adjourn the meeting at 8:25 p.m.
Motion carried without a negative vote.

Debra Goeks
Secretary

**Cedarburg Public Library
Library Art Committee
Meeting Notes from May 14, 2015**

Attendance: Deb Mortl, Connie Dahlman, Steve Ruggieri, Chuck Whitehouse, Rosalia Slawson, and Linda Pierschalla.

Excused: Claudette Lee

- Discussion about display space once again was the focus and it was decided the library cannot become a gallery. We cannot add walls due to sight lines and it is not part of our mission or purpose as a public department to provide gallery space.
- It was decided the following can be offered for exhibition space:
 - The art wall that is in the town square area and has a hanging system for hanging artwork.
 - We do have a \$10,000 donation to the Friends that is intended to be used in the area of art for the library. The purchase of a display case that could be in the corner west of the fireplace will be investigated as another area for artwork to be displayed that cannot be hung.
 - The remaining walls in the building may be best off with permanent artwork or art that is up for longer defined periods of time. Perhaps some of the donation money could go toward the purchase of permanent art.
 - Rotating displays for the art wall and display case that are based on a theme, such as “book art” or art created from books, and changed out quarterly or three times a year to keep it fresh and give various artists in the community a chance to display is an idea everyone liked. **Deb and Claudette will look into the creation of this exhibition idea.** Having a theme and allowing more than one artist to participate seems to be the best and easiest way to go about having our first exhibition.
 - Student artwork. Every year the library has a summer reading program with a different theme. It would be great to have local art students create artwork related to the theme. Middle school and even elementary school artwork can be displayed in the Children’s department and high school student art will be displayed in the 2nd floor teen zone. Canvases can be purchased with Friends funds and an optional “people’s choice award” could be given for the high school student artwork with a cash prize. This will be done during the next school year.
- Applications from artists
 - Rosalia and Linda will contact the artists who have submitted requests to display their work and will report back the response to the committee. The glacier rock collection wasn’t considered artwork. The artist who creates the frog sculptures will be contacted to get some more information about his intent and work.
- Committee Communication
 - Going forward the committee will communicate via email due to everyone’s busy schedules. If it becomes clear we need to meet about something Linda will schedule the meeting at the library. Linda and Rosalia will look at options for display cases and email those out for consent and then forward to the Friends board for a funding request. Deb and Claudette will email the rest of the committee with their progress in exhibition planning.