

**LIBRARY BOARD  
November 18, 2015**

**LIB20151118-1  
UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, November 18, 2015, 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 6:42 p.m.

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

Also Present - Library Director Linda Pierschalla  
Ryan Raskin, Beyer Construction

**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

**UNFINISHED BUSINESS**

**Library Building Update; and Action Thereon**

Ryan Raskin attended the meeting to update the Board on issues related to the new building including: glass door to the meeting room, lights, and lighting/HVAC controls. Most of the issues are either resolved or in the process of being resolved.

**APPROVAL OF MINUTES**

Motion made by Sherry Bublitz, seconded by Liz Bryde, to approve the minutes of October 21, 2015 meeting as presented. Motion carried without a negative vote.

**APPROVAL OF BILLS**

A brief discussion took place on the year-to-date expenses.

Motion made by Sherry Bublitz, seconded by Vonna Pitel, to approve the bills for October 2015 as presented. Motion carried without a negative vote.

**REPORTS**

**Director's Report**

The Board discussed elements of the Director's and Department Reports as presented.

The train table in the Children's room continues to be an issue because unsupervised children have damaged two different tables. The Board briefly discussed Youth Services Librarian Schmidt's proposed alternatives.

**School Report**

Vonna Pitel attended the Future of American Library event at Marquette University on October 29 and reported on the sessions. She also reported on her meetings with school IMC Director's in the Cedarburg School District and Parochial schools.

(Vonna Pitel's list of CPL/School Library collaboration is appended to these minutes.)

**UNFINISHED BUSINESS – CONTINUED**

**Discuss 2016 Proposed Budget; and Action Thereon**

Director Pierschalla reported on the last Council meeting and the budget discussion.

**Review Results of Library User Satisfaction Survey; and Action Thereon**

This item will be discussed at the January 2016 meeting.

**NEW BUSINESS**

**Consider Quote from LaRosa Landscape for Landscape Management Proposal for 2016; and Action Thereon**

Motion made by Steve Ruggieri, seconded by Liz Bryde, to accept the quote as presented from LaRosa Landscape for Landscape Management for 2016. Motion carried without a negative vote.

**Consider Quote from LaRosa Landscape for Landscape Proposal Agreement; and Action Thereon**

No action was taken.

**Discuss Replacement for Assistant Director Position; and Action Thereon**

The Board discussed the Assistant Director job description, as presented by Director Pierschalla and made suggestions.

Motion made by Council Member Verhaalen, seconded by Steve Ruggieri, to approve the Assistant Director job description, as drafted by Director Pierschalla. Motion carried without a negative vote.

President Karlman confirmed the next meeting date of December 16, 2015.

**ADJOURNMENT**

Motion made by Sherry Bublitz, seconded by Liz Bryde, to adjourn the meeting at 8:29 p.m. Motion carried without a negative vote.

Debra Goeks  
Secretary