

Minutes of March 21, 2018 Board meeting
Pauline Haass Public Library

Called to order at 6:30 p.m.

Roll call: Bougie, Braden, Callen, Carran, Hacker, Kucharski, Wegner, Vande Hei present.
Koenig, Roubik, Schultz absent. Also present: Kathy Klager, Library Director.

Vande Hei/Hacker motion to accept minutes of February 21, 2018 Library Board meeting and
March 12, 2018 Policy Committee meeting; motion carried.

Comments from citizens present: none

Communications received by Board members or Director: none

Financial report: Revenue and Expenditure Guidelines from February 2018 accepted as
presented by Vande Hei/Kucharski motion; motion carried.

P-Card payments in the amount of \$12,718.98, prepaid bills in the amount of \$3,115.59, March
2018 bills in the amount of \$18,341.42, February 2018 expenses in the amount of \$62,505.55
and corrected February 2018 bills in the amount of \$35,289.85 approved by Vande Hei/Wegner
motion; motion carried.

Director's report: Klager reviewed items in her written report and other items as allowed by
agenda.

New Business: Klager presented the revised Annual Report to the State of Wisconsin. Following
discussion, Carran/Vande Hei motion to approve the revision; motion carried.

Carran/Wegner motion to approve the Allowable Costs Worksheet which is submitted to Bridges
Library System; motion carried.

Klager presented a recommendation for re-designation of operating fund reserves. Following
discussion, Vande Hei/Kucharski motion to accept the recommendation; motion carried.

President Bougie appointed Carran and Koenig to the Nominating Committee.

Following discussion of the Policy Committee's suggested revisions to some Library policies, the
following action was taken:

Comments from Citizens at Library Board Meetings Policy: Carran/Braden motion to
accept with recommended changes; motion carried.

Library Computer Use Policy: Bougie/Kucharski motion to accept with recommended
changes; motion carried.

Library Study Room Use Policy: Vande Hei/Bougie motion to accept with recommended changes; motion carried.

Availability of Public Records Policy: Bougie/Vande Hei motion to accept with recommended changes; motion carried.

Privacy of Library Records and Library Use Policy: Callen/Braden motion to approve policy to replace existing Confidentiality of Library Records Policy; motion carried

Comments from citizens present: none

Meeting adjourned at 8:12 p.m. by Hacker/Braden motion.

Respectfully submitted,

Kathy Klager
Library Director

Minutes prepared by Mary Olson, Administrative Assistant
Minutes approved by Library Board April 18, 2018