

**GREENDALE PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**MINUTES**

**DATE: August 13, 2014**

Present: Cooley, Jensen, Lubing, Maierle, Mares, Sikorski, Tharp.  
Also Present: Gary Warren Niebuhr, Library Director

President Mares called the meeting of the Greendale Public Library Board of Trustees to order at 5:05 p.m. in the Community Meeting Room of the Community Learning Center.

Library Director Niebuhr stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

President Mares welcomed new Library Board members Trustee Maierle and Trustee Sikorski to their first meeting.

**MINUTES**

Trustee Cooley moved, Trustee Lubing seconded approval of the minutes for June 4, 2014.

Present: Cooley, Jensen, Lubing, Maierle, Mares, Sikorski, Tharp.  
Noes: None.

**VOUCHERS**

Trustee Lubing moved, Trustee Cooley seconded approval of the vouchers for July, 2014, in the amount of \$13,414.80.

Present: Cooley, Jensen, Lubing, Maierle, Mares, Sikorski, Tharp.  
Noes: None.

Trustee Cooley moved, Trustee Lubing seconded, approval of the vouchers for August, 2014, in the amount of \$13,139.85.

Trustee Cooley asked for a clarification on the OfficeMax expenses. A discussion was held on the gift expenditures.

Present: Cooley, Jensen, Lubing, Maierle, Mares, Sikorski, Tharp  
Noes: None.

**REVENUES**

The revenues were noted.

**CLERK TREASURER'S REPORT**

The Clerk Treasurer's Report was noted. A discussion was held on the reporting of special fund accounts and how it appears on the Clerk Treasurer's Report. The Director will ask for clarification from the Clerk Treasurer.

#### CITIZEN'S COMMENTS

None.

#### UNFINISHED BUSINESS

The Director reported that there was no meeting of the CLCAC due to a lack of a quorum. The Director and the Park and Recreation Director are suggesting that staff issue an agenda for the meeting one week prior to the day to allow for proper notification of the members.

The Director reported that progress is being made on the Norman Rockwell magazine cover display and that the first covers will be going up early in September. The Director reviewed plans to establish a CLC Writer's Studio.

The Director called upon the Library Board as one of the three partners in the CLC to think about re-visiting the Community Learning Center Report (June 12, 2012) with the other signees. The Director has a list of accomplishments from the document and two things he is no longer can do. The balance of the ideas in the document are still on the table and the Director is suggesting that establishing a long range plan based on those, and any new ideas, would provide a road map for CLC staff to follow.

The Director reported that there is a possibility of a resignation on the Library. He asked if the Library Board would be interested in hiring a CLC clerk would be trained to work in both the Park and Recreation component and the Library. The Board requested a job description for the next Board meeting.

The Planned Use for Unrestricted Funds report was noted.

#### NEW BUSINESS

The agenda item regarding the charges for ear buds was moot as the Foundation purchases those to be sold in the Library.

A discussion was held on the 2015 budget. Trustee Maierle requested information about the revenue totals and how they were reflected in the budget.

Trustee Lubing moved, Trustee Maierle seconded, a motion to send the first draft of the 2015 budget to the Village Manager for his review.

Present: Cooley, Jensen, Lubing, Maierle, Mares, Sikorski, Tharp  
Noes: None.

Trustee Lubing moved, Trustee Tharp seconded, a motion to approve the 2015 Holiday Schedule as presented.

Present: Cooley, Jensen, Lubing, Maierle, Mares, Sikorski, Tharp  
Noes: None.

#### CORRESPONDENCE

None.

## PRESIDENT'S REPORT

None.

## DIRECTOR'S REPORT

As presented.

## GREENDALE PUBLIC LIBRARY FOUNDATION, INC., MONTHLY REPORT

The Director reported that the Foundation has added two new members to its Board of Directors. The Foundation held its fall book sale during Village Days.

## CALENDAR

None.

## DISCUSSION

None.

## ADJOURNMENT

Trustee Cooley moved, Trustee Jensen seconded, a motion to adjourn.

Present: Cooley, Jensen, Lubing, Maierle, Mares, Sikorski, Tharp  
Noes: None.

Respectfully submitted,  
Gary Warren Niebuhr  
Library Director

Jan.: Library Director Review & Review of Library Board Policies; Feb.: Open; March: Annual Report; April: Open; May: Open; June: General Budget Review & Director Mid-Year Review & Elections; July: Open; Aug.: Third Budget Review; Sept.: Third Quarter Review of the Library Director; Budget to Village Manager; Oct.: Budget to Village Board; Nov.: Joint Meeting with Foundation Board officers; Dec.: Review of Library Plan;