

**WOODSTOCK PUBLIC LIBRARY
BOARD OF TRUSTEES
Thursday, September 1, 2016
Minutes**

CALL TO ORDER:

President Mary Ann Lenzen called the regular meeting of the Woodstock Public Library Board of Trustees to order at 7:34 p.m.

PRESENT: Mary Ann Lenzen, Betty Hopp, Gayle Hoch, Lori Nerland and Linda Warriner

ABSENT: Christy Johanson, Leslie Schubert, Robert Laurie and Dan Lemanski

OTHERS PRESENT: Nick Weber, Library Director
Roscoe Stelford, City Manager
Stephanie Palmer, Administrative Assistant

MINUTES:

Betty Hopp made a motion to approve the minutes of the August 4, 2016 meeting as presented. Mary Ann Lenzen seconded and the motion passed unanimously.

PUBLIC COMMENT:

None

LIBRARY EXPENDITURES:

Lori Nerland moved to approve the August 2016 Warrant for both operating and building expenditures in the amount of \$39,145.36 Gayle Hoch seconded and the motion passed unanimously.

LIBRARIANS REPORT:

Circulation was down in August and visitor count was up slightly. The newsletter has been sent out for our new upcoming fall programs. Linda Knoll has announced her retirement at the end of September. Julie Fee will be retiring at the end of October. The friends fundraising plant sale is coming up on September 9th and 10th.

NEW BUSINESS:

Update on Staffing: The Board reviewed the handout provided by the Director concerning staffing changes and updates. Including the retirement information for Julie Fee and Linda Knoll.

Visioning: To be tabled and discussed at a special meeting.

UNFINISHED BUSINESS:

Building Projects:

Security Cameras: Stateline submitted a bid as to how much it would cost to replace the current security camera system which would be around \$15,000 for 22 cameras.

Landscaping: Public works is dropping off mulch which will be used around the building. The project will mostly be done by volunteers and through the Friends.

Door: The Director is asking around to see who will be able to construct the hat for the door sensor.

Upholstery: Fabric samples have been provided for the staff to pick out the new upholstery patterns for recovering our existing chairs

125th Anniversary:

Art Grant- Tiles: Tile painting has finished and the last batch will go in to be fired soon.

Scavenger Hunt: The first five questions for the first week are ready to go out for people to start hunting.

Spelling Bee: Still in its development stages

Website Upgrade: The first draft of the new website is underway.

Progress Report of Evaluation Process: Discussion to continue

ADJOURNMENT

Betty Hopp moved that the meeting be adjourned at 8:37 p.m. Mary Ann Lenzen seconded and the motion passed unanimously.