

# STOUGHTON PUBLIC LIBRARY BOARD MEETING

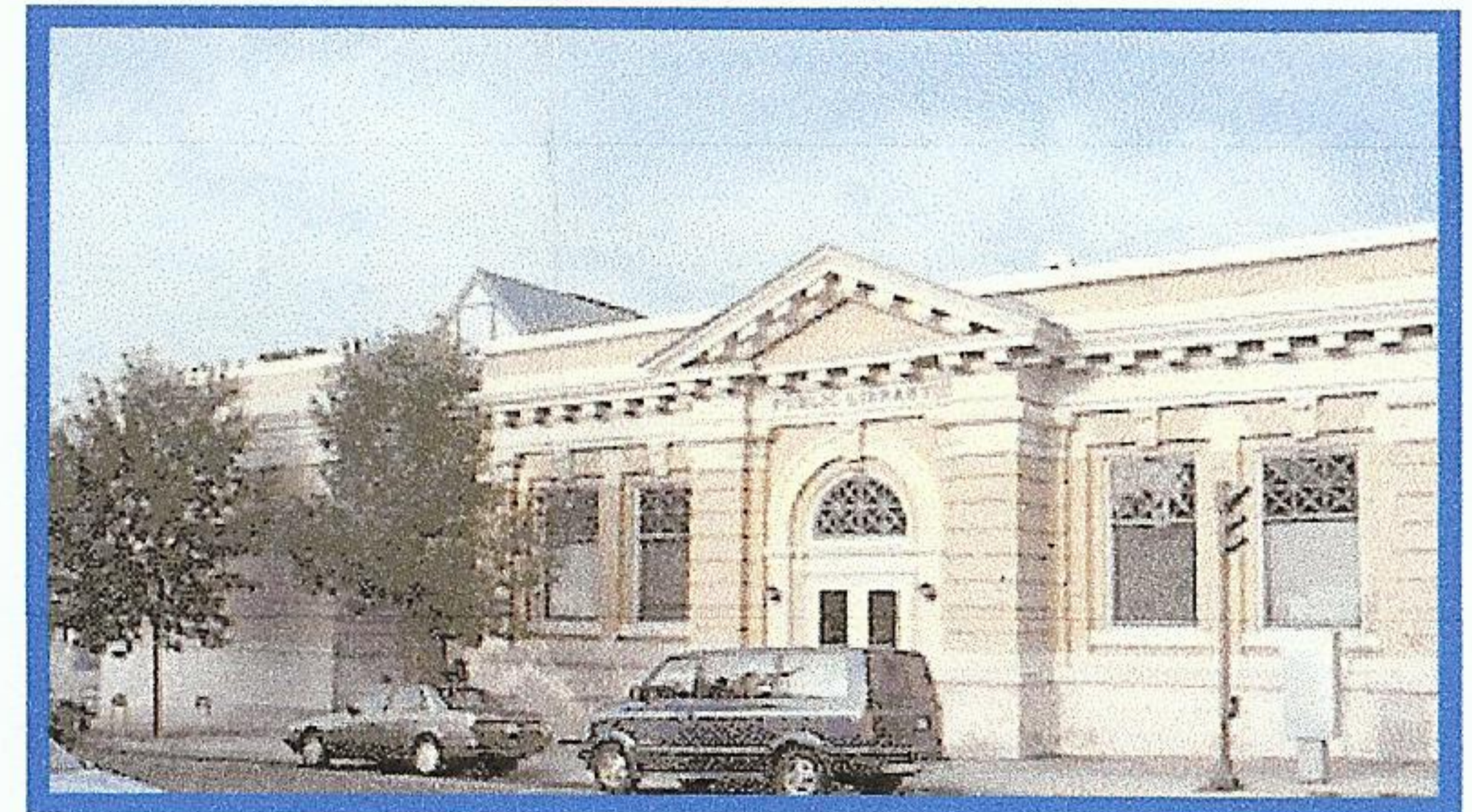
Date: Wednesday, January 18, 2012

Time: 6:30 p.m.

Location: Carnegie Meeting Room

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1. Call to Order by President Suess
2. Approval of / Amendments to the Agenda \*
3. Review/Approval of Minutes of December 21, 2011 \* (enclosed)
4. Public Comment Period (limited to no longer than 5 minutes)
5. Review/Discuss Correspondence
6. Board In-Service: Review/Overview of Strategic Plan
7. Review/Approve Financial Statements for December 2011 \* (enclosed)
  - a. Account 215 (General Fund)
  - b. Account 217 (Special Gift Fund)
  - c. Stoughton Area Community Foundation
8. Review/Approve Bills from December, 2011\* and for January, 2012 \*
  - a. Account 215 (General Fund)
  - b. Account 217 (Special Gift Fund)
9. Director's Report
  - a. Statistics for December 2011 (enclosed)
  - b. Administration Report (enclosed)
10. Committee Reports
  - a. Finance – Met January 18
  - b. Personnel – Met January 11 (minutes enclosed)
  - c. Planning – did not meet
  - d. Policies – did not meet
11. Friends Report – Suess
12. Unfinished Business:
  - a. Therapy Dogs in the Library \*
  - b. Transfer of \$700 from undesignated funds to fines revenue because of Amnesty Week \*
  - c. Update on property acquisition and salvaging of materials before demolition
  - d. Report on 2011 budget and possible fund transfers \*
  - e. Final revisions of 2012 budget \*
13. New Business
  - a. Board Goals for 2012 \* (sample enclosed)



- b. Review Budgeting For Outcomes offers for present and next year.
- c. Discussion of quorums for committee meetings
- d. Authorize Library Director or other City officials to arrange for the salvaging of materials from 216 E. Jefferson before demolition.
- e. Establish amount of vacation time for Library Director. (Personnel Committee)
- f. Assignment of someone to lead next month's discussion of Trustee Essential #1, The Trustee Job Description \* (TE #1 enclosed)

14. Adjournment \*

Next regular Meeting – February 15, 2012

\* Indicates Action Item

If you are disabled and in need of assistance, please call 873-6281 prior to this meeting.

Library Board of Trustees		
George Craig	Kathleen Kelly	Linda Schaefer
Bill Cress	Erlene Killeen, School District	Tricia Suess, President
Denise Duranczyk, Vice President	Elva Tyson, Dane County	Carl Chenoweth, City Council

Planning	Finance	Personnel	Policies
Linda Schaefer, chair	Tricia Suess, Chair	Elva Tyson, Chair	Bill Cress, Chair
Kathleen Kelly	Carl Chenoweth	Erlene Killeen	George Craig
Tricia Suess	Denise Duranczyk	Carl Chenoweth	Kathleen Kelly

Cc:  
 Mayor, Donna Olson  
 City Attorney, Matthew Dregne  
 City Council Members  
 Department Heads  
 Stoughton Newspapers  
 City Clerk, Kelly Michaels  
 City Hall Receptionists, Tamarah Fleres, Deb Blaney  
 Library Staff