



PRESENT: Ken Axe; Sandra Black; Heather Danielson, Library Board Vice-President; Amy Ketterer; Jean Ligocki, City Council Representative; Tom Selsor; Mike Vienneau, Library Board President

ABSENT: Sam Baughn, Student Representative; Jeff Fimreite, Stoughton Area School District Representative; Petra Horst

ALSO PRESENT: Amanda Bosky, Library Assistant Director and Children's Librarian; Sarah Monette, Library Administrative Assistant; Richard MacDonald, community member

I. CALL TO ORDER. *President Vienneau called the meeting to order at 6:33 P.M. Six voting Board members, Black, Danielson, Ketterer, Ligocki, Selsor, Vienneau, were present, constituting a quorum.*

II. REVIEW OF AGENDA. n/a.

III. REVIEW/APPROVAL OF MINUTES OF JULY 17, 2019. *Moved by Ketterer, second by Ligocki, to approve the minutes as presented. Motion carried 6-0.*

IV. RECOGNITION OPPORTUNITIES. The Board signed thank-you cards for the Stoughton Lioness Club and Autumn Pearl.

[Axe arrived at 6:35 P.M.]

V. PUBLIC COMMENT PERIOD. MacDonald told the Board about the benefit concert on September 8.

[MacDonald left at 6:40 P.M.]

VI. CORRESPONDENCE. n/a

VII. EDUCATION UPDATES. Ketterer and Danielson discussed the Trustee Training Week webinars they had watched.

VIII. BOARD IN-SERVICE: TRUSTEE ESSENTIAL 13: LIBRARY ADVOCACY. Vienneau presented.

IX. REVIEW/APPROVAL OF FINANCIAL STATEMENTS FOR JULY 2019.

Bosky presented.

- A. **Fund 215.** *Moved by Ketterer, second by Axe, to approve the July 2019 financial statements for Fund 215 as presented. Motion carried 7-0.*
- B. **Fund 217.** *Moved by Danielson, second by Ligocki, to approve the July 2019 financial statements for Fund 217 as presented. Motion carried 7-0.*
- C. **Stoughton Area Community Foundation.** The Board reviewed the financial statements for the SACF's pass-through account for the Library. The statements were accepted by consensus.

X. REVIEW/APPROVAL OF BILLS FOR AUGUST 2019

Bosky presented.

- A. Fund 215. Moved by Black, second by Ketterer, to approve the August 2019 bills for Fund 215 as presented. Motion carried 7-0.
- B. Fund 217. Moved by Black, second by Ketterer, to approve the August 2019 bills for Fund 217 as presented. Motion carried 7-0.

XI. DIRECTOR'S REPORT

- A. Statistics. Bosky presented the July statistics.
- B. Administration report. Bosky went over the Director's Report as presented in the packet.

XII. COMMITTEE REPORTS

- A. Finance. Black presented for the joint meeting of Finance and Personnel. They made two decisions at their meeting. One was that there would be no decision made at this Board meeting, because the Library Director would not be present; the second was that the committees would advocate for the increase in the Administrative Assistant position from 18 to 20 hours per week and the increase in the Circulation Supervisor position from 30 to 40 hours per week. While the committees fully support the creation of a Teen Librarian position, they suggest making it part of the Strategic Plan rather than a request for the 2020 budget.
- B. Personnel. See above
- C. Planning. Vienneau reported that the Planning Committee is working on the Strategic Plan.
- D. Policies. Did not meet.

XIII. FRIENDS OF THE LIBRARY REPORT. Black reported that the Fall Fundraiser will be a presentation from the owner of Roots Chocolates and that, because of lack of volunteers, the December Book Sale will be the last one. The Friends want to transition to having a permanent book sale space in the Library.

XIV. OLD BUSINESS. n/a

XV. NEW BUSINESS

- A. Appointment by president of student trustee interview committee. Black and Ketterer volunteered.

XVI. PENDING AGENDA ITEMS.

- A. Transitioning to being a fine-free library.
- B. Friends of the Library booksale.

XVI. ADJOURNMENT. Moved by Black, second by Ligoeki, to adjourn at 7:40 P.M. Motion carried 7-0.

Minutes taken by Sarah Monette