

Antigo Public Library
Meeting of the Board of Trustees

July 24, 2018

5:00 p.m.

McGinley Room – Antigo Public Library

Minutes

Meeting of the Antigo Public Library Board was called to order on the above date at 5:00 p.m.

Attendance: Fleischman, Kane, Rebstock, Scupien, Shestak, Smith, and Szitta. Absent: Bovre and Novak. Also attending: Dominic Frandrup, Director, Peg Jopek, WVLS Representative and Maria Pregler, Assistant Director.

Correspondence, Appearance, Public Comment:

Jopek mentioned that she appreciates the board members being active and finds it very encouraging.

Approval of Minutes

Szitta moved to approve the minutes of the June 26, 2018 regular board meeting with corrections; Shestak seconded. Carried.

President's Comments:

Smith suggested triple checking the library's social media posts for inaccuracies do to the large amount of people who came to attend the Snake Discovery program that wasn't schedule to take place until August. Shestak suggested adding a line to our posts that the public should call to confirm date/time of programs prior to attending.

Finance & Personnel Committee

Smith noted that the committee met on Monday, July 16, 2018 and reviewed the bills.

Fleischman moved to approve the payment of the monthly bills. Szitta seconded. Carried.

Frandrup stated that the Personnel and Finance Committee approved his vacation carryover to be used within 90 days, but that the board also needed to approve the carryover. Szitta moved to approve Frandrup's carryover of 40 hours to be used within 90 days. Scupien seconded. Carried.

Policy Committee

Frandrup stated the Policy Committee did not meet due to a lack of need.

Director's Report

Szitta questioned why there was no report from the Elton branch. Frandrup stated the Elton branch managers were extremely busy this month and could not find the time to create a report. Szitta also stated that she is very pleased with the branch manager updates. Fleischman asked for an update on the repaving project. Frandrup stated that it was decided the county would not do the repaving, so it will go out to bid. He stated it is thought the concrete companies have an existing project with the city and that the little bit of sidewalk that needs repaving could be added to the existing project; therefore, the concrete would not need to go out to bid. Frandrup stated the current schedule for this to start is September, and it should take around 6 weeks.

Unfinished Business

None.

New Business

Trustee Essentials Chapter 2

Scupien mentioned she thought it was interesting that it is stated the board is not in place to micro-manage the director and staff. Szitta asked if there was a time when the board members could introduce themselves to staff; Frandrup stated anytime is okay. Kane asked Frandrup to answer a few questions posed in the back of the chapter.

Focus on Energy line item adjustment

Frandrup asked for authorization to move a portion of the LED lighting expenditures that are being reimbursed by Focus on Energy (\$6,075.50) from the 610 fund to the 285 fund and authorizing a budget amendment increasing the Grant Fund Revenue (285.430.00000.43585) and increasing the Building Repair & Maintenance Expenditure (285.620.62001.53540) to reflect this. Shestak moved to approve the move of \$6,075.50 from the 610 account to the appropriate 285 accounts. Rebstock seconded. Carried.

Frandrup also asked for authorization to move a portion of the \$4,080.02 donation from the Library Foundation from 285.460.00000.46715 (Library Donation) for budget amendments as follows:

Move \$3,080.02 increasing line item 285.620.62001.5228 (Contractual Services) for ebook payment and move \$1,000.00 increasing line item 285.620.62001.5371 (Library Programming) for Game room equipment.

Scupien moved to approve the authorization to move \$3,082.02 for ebook payments and \$1,000 for game room equipment from the Library Foundation line item. Szitta seconded. Carried.

WVLS Board of Director's Report

No meeting was held.

Meeting Dates:

Personnel and Finance Committee—Monday, August 20, 2018 at 9 a.m.

Regular Board Meeting – Tuesday, August 28, 2018 at 5 p.m.

Trustee Webinar – August 13-17

Rebstock moved to adjourn the meeting; Scupien seconded. The meeting was adjourned at 5:39 p.m.

Respectfully submitted by,

Maria Pregler
Assistant Director