11345 North Cedarburg Road, Mequon, Wisconsin 53092

Minutes of the Board of Trustees October 9, 2013 Meeting
Approved as of November 13, 2013

The Frank L. Weyenberg Library Board of Trustees' regular meeting was held on Wednesday October 9, 2013 at 6:00 p.m. in the Tolzman Community Room**.**

I. Pledge of Allegiance

President Jill Miller led the Pledge of Allegiance.

II. Call to Order, Verification of Posting, Roll Call

President Jill Miller called the meeting to order at 6:02 PM.
Posting of notice as of October 7, 2013 was verified.
Trustees Present: Jill Miller, President; Brenda Richardson, Vice President; Mimi Rosing, Secretary; Drew Wallach, Treasurer; Jeridon Clark, Harold Nonken, Karen Dredge, Stacey Names, John Hawkins and Rob Holyoke.
Trustee Absent: None
Staff Present: Linda Bendix, Library Director; Craig Jacobson, Community Relations.

III. Announcements

A. Next Board Meeting on Wednesday, November 13, 2013 at the Frank L. Weyenberg Library.

IV. Public Comment (Limit of 5 min./person)

None present.

V. Approval of Minutes

Rob Holyoke moved approval of September 11, 2013 Board Meeting minutes. Harold Nonken seconded. Motion carried.

VI. Financial Reports

A. Expense and Revenue Report for September 2013

Drew Wallach reported that he had discussed the library's Expense and Revenue Report for August 2013 with the Library Director. With 75% of the fiscal year completed revenues are as expected. Most expense accounts are within expectations. Grant accounts are likewise anticipated to be fully expended by the end of the year.

B. Action Item: Accounts Payable Statement for September 2013
Drew Wallach moved approval of the September 2013 Accounts Payable Statement in the amount of $94,922.83. Harold Nonken seconded. Motion carried.

VII. Committee Reports

A. Finance
Drew Wallach reported that a regular meeting was held.

B. Advocacy
Mimi Rosing reported that a meeting was held. Recommendations from the committee will be presented later in the meeting.

C. Personnel
Brenda Richardson reported that a meeting was held. Recommendations from the committee will be presented later in the meeting.

VIII. President's Report

Jill Miller reported that the fiscal agency transition had been approved by all parties and was set to take effect January 1. A Memorandum of Understanding to that effect has been signed by the Library and the Village of Thiensville.

Ms. Miller also reported on a police matter but could not divulge specifics due to its ongoing nature.

IX. Director's Report

A. Library Operations
Linda Bendix reported that the statistical summary of Library Operations was included in the Board Packet. Combined circulations, including print and digital checkouts, is up 2% from this time last year. Ms. Bendix reported on the Library's upcoming programs, including the Story Times at the Village Market, author visits presented with Boswell Books and a reception for the Photo Contest winners. The final Fine Arts Series performance of 2013 is on November 20 and plans for next year's series are underway.

X. New Business

A. Action Item: Employee Health Insurance Contribution Rates for 2014
Brenda Richardson reported that the Personnel Committee had reviewed the contribution rates for Health Insurance for 2014. Due to the slight reduction in plan rates and the coverage options offered, the Committee recommended keeping the same percentage rates from 2013 (12% employee contribution for full time employees, 16% for 30 to 39 hour employees and 19% for 24 to 29 hour employees) and basing them off of WEA Trust, the current lowest cost full-coverage provider.

Drew Wallach moved to approve the health insurance contribution rates for 2014, Stacey Names seconded. Motion carried.

B. Action Item: Tolzman Community Room Policy
Mimi Rosing reported that the Tolzman Community Room policy had been reviewed by the Advocacy Committee. The most significant changes included transitioning to online

reservations fully by January 1 and adding a reservation fee that is consistent with other area libraries.

Mimi Rosing moved to approve the revised Tolzman Community Room policy, Stacey Names seconded. Motion carried.

C. Action Item: Mission Statement and Strategic Intents
Mimi Rosing reported that the Advocacy Committee had reviewed the Strategic Intents and Mission Statement and determined that the two elements could be combined into a single statement, making a simpler and more straightforward document.

Mimi Rosing moved to approve the combined Mission Statement and Strategic Intents, Karen Dredge seconded. Motion carried.

D. Closed Session
There being no need for a closed session at this time, there was no motion to convene.

XI. Adjournment

There being no further business before the Board, Karen Dredge moved to adjourn, John Hawkins seconded. The motion carried and the meeting adjourned at 7:15 p.m.

Respectfully submitted,
Craig Jacobson, Community Relations Associate