

**Board of Trustees Meeting  
Dwight Foster Public Library  
May 21, 2018**

**Present:** Pat Belt, Lynn Brown, Tom Fick, Bonnie Hamm, Bruce Johnson, Kirsten Mortimer, Eric Robinson, Diana Shull, Kathy Topel, Matt Trebatoski, Jeanne Waggoner **Absent:**

**Guests:**

**Call to Order:** The meeting was called to order at 9:31 AM by Pat Belt.

**Approval of Minutes:** The minutes of the April 16 2018 meeting were approved as amended. (Fick, Waggoner)

**Public Input/ Communications:** None.

**Director's Report of Financials and Services for Month 2017:**

April fines to City:	\$786.10
YTD fines to City:	\$2,919.74
April Revenue to City:	\$608.25
YTD Revenue to City:	\$2,675.38
YTD Total Deposits:	\$5,595.12

**Director's Report Highlights:**

- Personnel – Amy Christian, Youth Services Assistant, has been covering the children's area very well for Minetta while Minetta is on leave. Amy Lutzke, Reference Librarian and Assistant Director, is the statewide chair for the WI Author Project. Shelby Schoenherr, Library Assistant/ILL Librarian, has been doing great outreach to Reena Senior Living and Black Hawk Senior Residence.
- Finances – Fred and Martha Wetzel of Burlington, IA made a gift to the Community Foundation for the Library. The MacMilan family donated in honor of Susan Plue and the Jones family donated in honor of Hugh Highsmith. Eric has begun work with Loren Gray to understand how much of the library trust the board could spend annually to make better use of the resources we have at the moment.

**Approval of Bills:** The payments for all April bills were approved. (Hamm, Fick)

**Vice-President duties** – Tom Fick suggests that the Board give duties to the vice president (more than just fill in when President is gone). He suggests that a position of the standing chair of the personnel committee would be a good option. Tabled until next meeting.

**Library Board:** Diana Shull will continue as secretary. Tom Fick will step into the role of Vice President. Pat Belt will continue as President for another year. Motion to approve slate of officer passes (Mortimer, Johnson). We will discuss subcommittee roles and members at the next meeting.

**Server Replacement:** 2 bids for new server equipment. Eric will get answers to questions about licenses on Taylor proposal and questions about downtime and scheduling for Ignatek. Table decision for next meeting.

**LED Proposal:** Library has very high electric bill every year. WE Energies indicated that switching to LED lighting would help with energy bills. Proposal from EPL suggests a savings of \$14,833.16 annually. State funding available thought a grant program for reducing energy use. Eric will find out more information about proposal language and report back.

**Friends of the Library:** Basket auction netted \$1260.00 for the Friends. Friends are looking for speakers for future meetings.

**No Meeting in August.**

**New Board Member:** Lisa Kotz was approved by City Council.

**Adjournment:** The meeting was adjourned at 10:52 AM (Fick, Topel)

**NEXT MEETING: June, 18 2018 at 9:30 AM**