

**RHINELANDER DISTRICT LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
Tuesday, October 9, 2018
2:30 P.M.**

1. CALL TO ORDER

The regular meeting of the Rhinelander District Library Board of Trustees was held 10/09/2018. President, Jane Roe, called the meeting to order at 2:30 P.M. The meeting was properly noticed and a quorum was present.

MEMBERS PRESENT: Jane Roe, Dennis Carriere, Brett Childs, Lloyd Gauthier, Kelli Jacobi, Tom Kelly, Amber O'Casey, Harry Whidden

MEMBERS ABSENT: Renee Tenderholt

DIRECTOR: Virginia Roberts

STAFF AND OTHER GUESTS PRESENT: Daniel Guild, Debbie Valine, Denise Chojnacki, Sarah Steinbacher (recorder)

2. APPROVE AGENDA

- The agenda has been properly posted and sent to the media.
- **Whidden/Carriere motion to approve the current agenda. All aye. Motion carried.**

3. REGULAR MEETING MINUTES

- **Jacobi/O'Casey motion to approve minutes of the regular Board meeting of 09/11/2018. Gauthier abstains. All aye. Motion carried.**

4. WELCOME GUESTS:

Daniel Guild (City Administrator – Rhinelander)

5. ANNOUNCEMENTS AND ITEMS OF INFORMATION

A. Comments (Limited to 2 minutes per person)

- Mr. Guild wants the library board and staff to feel comfortable coming to him with any comments, questions or concerns about Rhinelander and encourages open communication.

B. PATRON COMMENTS AND CORRESPONDENCE

- Roberts hands out correspondence.

6. REVIEW FINANCIAL REPORTS

A. REVIEW/APPROVE CURRENT BUDGET REPORT

- Valine reports that we are only waiting on Pelican for the remainder of their annual payment.
- **Jacobi/Childs motion to approve the current budget report. All aye. Motion carried.**

B. APPROVE BILLS AND CLAIMS

- **Jacobi/Kelly motion to approve September bills. All aye. Motion carried.**

C. APPROVE BOARD CONTROLLED FUND BILLS AND CLAIMS

- Valine reports that we did cut a check to Area Glass, but since we have been reviewing the Carnegie entrance plans with a local architect, we have put that check on hold.
- **Carriere/Gauthier motion to approve Board-controlled bills and claims as presented. All aye. Motion carried.**

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7. CURRENT BUSINESS (DISCUSSION AND ACTION, IF ANY)

A. 2019 BUDGET

- Roberts reports that there was no call for arbitration from the Townships or City. Roe reports that the town she represents, Newbold, was very generous in their support of the library this year.
- Roberts has estimated insurance numbers but according to Wendi Bixbi at the City, there are no final numbers yet. There is an estimated 1.9% increase, with three plans on the table. There is also the potential for another staff contribution increase.
- We have also not received any final numbers for property insurance.
- Costs to WVLS are increasing.
- Daniel Guild says that there is an exception to levy limit laws that should include the library, since it is a cooperative government service. Roberts will email Guild to request the Wisconsin Levy Limit worksheet and the Board will investigate the law further.
- Discussion. No action.

8. MANAGEMENT REPORTS

A. DIRECTOR'S REPORT

Discussed. No action.

B. ADULT DEPARTMENT REPORT

Discussed. No action.

C. CHILDRENS DEPARTMENT

Discussed. No action.

9. PROPERTY COMMITTEE REPORT

A. SECURITY CAMERAS

- No new estimates for security cameras.
- Kelly reports that one of the alderpersons would like to see wi-fi cameras brought to the downtown area. If this is something that is seriously considered, Roberts will inquire about the library being included.
- Roberts reports that we had a break-in at the Pelham St. downstairs apartment. Nobody was injured and nothing was taken, but the library is responsible for repairing the damage that was done to the door.
- One of our tenants is asking for an abbreviated lease at the Pelham St. upstairs apartment.

10. BUILDING COMMITTEE REPORT

a. ESTIMATES FOR APPROVAL

- There are two new guests, both architects, that have started attending meetings.
- Mona has stepped down from the entry way project.

11. STRATEGIC PLANNING COMMITTEE REPORT

- Roe has typed up some of the ideas that were discussed during the strategic planning committee and has given a copy to other board members.

12. FOUNDATION REPORT

- There is a new treasurer who is very thorough.

13. FRIENDS OF THE LIBRARY REPORT

- The next meeting will be Tuesday, October 23 at 1:00 p.m.

14. TOWN REPRESENTATIVES REPORT

- No reports.

15. ITEMS FOR NEXT AGENDA

16. ADJOURN

- **O'Casey/Whidden motion to adjourn the meeting. All ayes. Motion carried.**

The meeting was adjourned at 3:28 P.M.

Approved:

Jane Roe, President _____

Virginia Roberts, Director _____

Date _____