

**RHINELANDER DISTRICT LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
Tuesday, June 11, 2019
2:30 P.M.**

1. CALL TO ORDER

The regular meeting of the Rhinelander District Library Board of Trustees was held 6/11/2019. 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: Dennis Carriere, Brett Childs, Kelli Jacobi, Tom Kelly, Shirley Larsen, Amber O'Casey, Jane Roe, Harry Whidden

MEMBERS ABSENT: Lloyd Gauthier

DIRECTOR: Virginia Roberts

STAFF AND OTHER GUESTS PRESENT: Tom Hurlburt, Debbie Valine, Sarah Steinbacher, (recorder), Donna LeClair (guest)

2. APPROVE AGENDA

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

3. REGULAR MEETING MINUTES

- **Kelly/Jacobi motion to approve minutes of the regular Board meeting of 5/14/2019 with corrections. All aye. Motion carries.**

4. WELCOME GUESTS:

- Donna LeClair – possible new town of Pelican trustee.

5. ANNOUNCEMENTS AND ITEMS OF INFORMATION

A. Comments (Limited to 2 minutes per person)

- O'Casey said that she has had great experience at the new Friends of the Library bookstore.

B. PATRONCORRESPONDENCE

- Roberts hands out correspondence. No discussion.

6. REVIEW FINANCIAL REPORTS

A. NEW PROCESSES

- No discussion.

B. REVIEW/APPROVE CURRENT BUDGET REPORT

- **Kelli/Larson motion to approve the current budget report.**
- **Kelly/O'Casey motion to rescind the previous motion. All aye. Motion carries.**
- **O'Casey/Kelly motion to approve the current budget report including the journal entry as stated. All aye. Motion carries.**

C. APPROVE BILLS AND CLAIMS

- **Kelly/Larson motion to approve May bills. All aye. Motion carries.**

D. APPROVE BOARD CONTROLLED AND RESTRICTED FUND BILLS AND CLAIMS

- **Kelly/Jacobi motion to approve Board-controlled bills and claims as presented. All aye. Motion carries.**

E. REMOVE/APPROVE NEW SIGNATORIES

- **Kelly/Carriere motion to remove O'Casey as a signatory on the library's Peoples State Bank accounts including the Public Funds Interest account ending in 2696 and the Public Funds Interest account ending in 3803. All aye. Motion carries.**
- **O'Casey/Kelly motion to approve Brett Childs as the new signatory on the library's Peoples State Bank accounts including the Public Funds Interest account ending in 2696 and the Public Funds Interest account ending in 3803. All aye. Motion carries.**

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

A. POLICY DISCUSSION

i. Children's Fine Free policy

- **Jacobi/O'Casey motion to approve the addition to the policy regarding fine forgiveness on Children's materials. All aye. Motion carries.**

ii. Children to Adult (Fresh Start) Fine Forgiveness Proposal

- This policy is for adults who can't get a library card because they accrued too many fines when they were children. Once they become adults and want to come back to the library, they can't check out items if their childhood fines are too high. This procedure would allow fine forgiveness in these cases up to \$125.
- **O'Casey/Childs motion to approve the Fresh Start Proposal. All aye. Motion carries.**

iii. Patron Policy

- **Jacobi/Kelly motion to approve the new patron policy.**
- On page ten, change the word "Filed" to "submit".
- Whidden asks about page five and the words "requests from other government agencies" and whether that means someone can ask for a list of a patron's checkout. Roberts reports that no, we cannot give lists of patron checkouts.
- At this time in the meeting, the electricity went out.
- **O'Casey/Carriere motions to table Chapters 7A (iii-vi), 7B, 7C and Chapter 8. All aye. Motion carries.**

iv. Facilities Policy

- TABLED

v. Collection Development

- TABLED

vi. Distribute Ch 1-3 of policy

- TABLED

B. RHINELANDER WOMEN'S CLUB GRANT REQUEST

- TABLED

C. OUTREACH SUBSTITUTE

- TABLED

8. PROPERTY COMMITTEE REPORT

A. SIGNED FOL LEASE

- TABLED

B. COMPUTER TABLES

- TABLED

9. MANAGEMENT REPORTS

A. DIRECTOR'S REPORT

- Discussed. No action.

B. ADULT DEPARTMENT REPORT

- Discussed. No action.

C. CHILDRENS DEPARTMENT

- Discussed. No action.

D. CIRCULATION/ILL

- Discussed. No action.

10. FOUNDATION REPORT

- No discussion

11. FRIENDS OF THE LIBRARY REPORT

- The new bookstore opened with success.

12. TOWN REPRESENTATIVES REPORT

- No discussion.

13. ITEMS FOR NEXT AGENDA

- a. Tabled chapters 7A (iii-vi), 7B, 7C and chapter 8.
- b. Trustee essentials

14. ADJOURN

- **Jacobi/O'Casey motion to adjourn the meeting. All aye. Motion carries.**

The meeting was adjourned at 3:35 P.M.

Approved:

Jane Roe, President _____

Virginia Roberts, Director _____

Date _____