

W. J. Niederkorn Library
Library Board Meeting
Minutes
Friday, March 16, 2018 8:30 a.m.
In the Community Room of the Library

1. Roll call: Bob Bretl, Kay Goodwin, Tom Hudson, Justin Ritter, Mike Weber and Marie Zirbes. Excused: Paul Neumyer Karen Vollmar. Also attending Director Tom Carson. Guest: John Sigwart. The meeting was called to order at 8:35 a.m. by President Ritter.
2. Correspondence: Monarch Library System response letter to Horicon Library Board concerning cross borrowing.
3. Public comment: John Sigwart, Port Washington Alderman, spoke to the Board about establishing a Port Washington corner in the Library. With Randy Tetzlaff, Planning Director, retiring soon, John would like to get a place established for all the valuable City of Port documents.
4. Approval of minutes: Hudson made a motion to accept the February 2018 minutes and Weber seconded. Passed.
5. Approval of schedule of invoices: Goodwin made a motion to accept the February 2018 schedule of invoices and Bretl seconded. Passed.
6. Approval of revenue and expense report. Hudson made a motion to accept the February 2018 revenue and expense report and Zirbes seconded. Passed.
7. Borrowing materials from other libraries. Carson discussed the crossover borrowing report.
8. New Carpet in Children's Library. Weber made a motion to approve the use of donated funds to pay for the new carpet in Children's and Zirbes seconded. Passed.
9. Director's Report.
 - a. Building updates. The broken windows have been replaced. The Street Department helped with moving the New Book collection to a different part of the Library. Carson will talk to Mark Grams about the furnace in the Library. Sprinkler heads have to be replaced in the main floor area and that repair will require a rental of a special lift.
 - b. Staffing updates. Darci Kileen, the part time Adult Services Librarian, joined the staff on March 21. Zoe Lane has been hired as a library shelver. Two candidates have been interviewed for the Assistant Director / Technology Administrator position.
10. Other.
 - a. Children's Department. Ms. Erin took over the preschool story time programming. She has been receiving rave reviews. The Elementary school book groups are continuing with great success. Cindy is now meeting with 3rd graders. She began weeding the nonfiction collection. She is working with publishing reps to find new sets of books to enhance and improve the nonfiction offerings.
11. Adjournment was at 9:23 a.m. with a motion by Goodwin and seconded by Zirbes.

Minutes respectfully submitted by Kay J. Goodwin