

W. J. Niederkorn Library
Library Board Meeting
Minutes
Friday, August 19, 2019 8:30 a.m.
In the Community Room of the Library

1. Roll call: Kay Goodwin, Shelly Kichura, Justin Ritter, Pat Tearney, Karen Vollmar, Mike Weber, and Marie Zirbes. Excused: Tom Hudson. Also attending Director Tom Carson and Assistant Director Rosalia Slawson. The meeting was called to order at 8:32 a.m. by President Justin Ritter.
2. Correspondence. None
3. Public comment. None
4. Approval of minutes: Zirbes made a motion to accept the July 2019 minutes and Vollmar seconded. Passed.
5. Approval of schedule of invoices: Zirbes made a motion to accept the July 2019 schedule of invoices and Kichura seconded. Passed.
6. Approval of revenue and expense report. Zirbes made a motion to accept the July 2019 revenue and expense report and Kichura seconded. Passed.
7. Tom presented the 2020 preliminary Library budget and the Board reviewed.
8. Tom reviewed the donations.
9. The Board had the first review of the Unattended Children Policy.
10. The Library will reduce the number of Wi-Fi hotspots for circulation beginning January 2020. There will be 3 available in the Lucky Day Collection and will circulation for 2 weeks. Checkouts will be limited to 3 times a year per household.
11. Building updates: One air condenser was replaced under warranty and is running efficiently. The new equipment that controls building airflow has been updated. Five fire alarms have been replaced. Tom met with Jon Crain (City of Port Washington Manager) and we will see an improvement in the landscaping at the Library. The new pollinator garden is being tended and the plants are doing well. Weeding has been a problem, but progress is being made. The board packet has information on quotes for the energy savings programs for lighting.
12. Partnership with Port Washington Historical Society. Weber made a motion to approve the allocation of \$1100 from the Library donation fund to help support the Port Washington Historical Society digitization projects and Vollmar seconded. Passed.
13. The Library Usage Statistics were shared.
14. The Library Report was shared in the Library Board packet.
15. Quick tour of the Library
16. Other: None.
17. Adjournment was at 9:32 a.m. with a motion by Goodwin and seconded by Zirbes

Minutes respectfully submitted by Kay J. Goodwin