

**LESTER PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
February 8, 2011 6:00 PM
Community Room of the Lester Public Library**

Call to Order –President Patrick Gagnon called the meeting to order at 6:01 PM.

Roll Call – Members Present: Collette Tegen, Teri Wagner, Brenda Krause, Robert Fay, Jay Orvis, Kirsten Miller, Sharon Stone, and Patrick Gagnon. Excused: Judy Stuebs and Rick Henrickson. Also Present: Library Director Jeff Dawson.

Public Comment – None

Approval of Minutes – Motion to approve minutes of January 11, 2011 made by Teri Wagner, second made by Collette Tegen. Voice vote carried unanimously.

Expenditures & Financial Reports – Motion to accept and file the December, 2010 and January, 2011 financial reports – Detail Ledger, Trial Balances, Budget, Edward Jones & Tower Square Securities made by Sharon Stone, second made by Robert Fay. Questions concerning health care over expending on the December, 2010 on the Expense Detail sheet and the Detail ledger were addressed – first the reason for going over budget explained by Dawson that 2 employees were added to the family health care plan; significantly adding to the budgeted amount – second Krause had raised a question on how to properly read the reports as the Expense Detail reflects the over budget figure without parenthesis, while the Detail Ledger reflects the over budget figure with parenthesis – Dawson clarified the difference via Dave Buss, City Finance Director. Voice vote carried unanimously.

Building and Grounds Committee Report

- Dawson gave a brief report that the committee did meet with representatives from Advanced Custom Geothermal to get an idea what geothermal energy entails. While the costs are higher on the installation – long term savings can make it worthwhile.
- An energy audit of the building will be a good start in determining the heating and cooling needs of the library.
- The committee is slated to meet again in March

Board Member Comment

- Sharon Stone asked if there was any backlash from patrons concerning the library's reduced hours – Dawson indicated the new hours did not raise patron concern.

Director's Report – discussed the impact e-books have on our library.

Unfinished Business – None

New Business

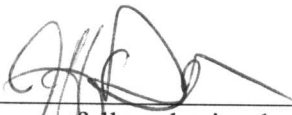
- Theft or Mutilation of Library Material policy review – a grammar correction, spacing correction and a question on the Wis. Stat. 943.61 as far as recovery of damages and wording for the policy.
- Annual Report – Motion to approve the Annual Report including the approval of the statement that the Manitowoc-Calumet Library System did provide effective leadership and adequately met the needs of the library, made by Robert Fay, second made by Brenda Krause. Voice vote carried unanimously.
- The director's evaluation will be held in closed session at the March Board meeting. Dawson will send the director's job description and annual goals in the March Board Packets

Closed Executive Session –

The Library Board of Trustees reserves the right to enter into Closed Session, per Wisconsin Statutes s. 19.85(1)(c) which allows closed sessions when the employment, promotion, compensation, or performance evaluation data of any public employee under the jurisdiction of the particular government body is being considered. President Gagnon stated there are no items for Closed Session. The meeting remained open.

Board Education – None

Motion by Sharon Stone to adjourn, second made by Kirsten Miller. Voice vote carried unanimously. Meeting adjourned at 6:51 PM.



Respectfully submitted,

Jeff Dawson, Director