

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

Call to Order –President Patrick Gagnon called the meeting to order at 6:02 PM.

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

Public Comment – None

Approval of Minutes – Motion to approve minutes of February 8, 2011 made by Brenda Krause, second made by Teri Wagner. Voice vote carried unanimously.

Expenditures & Financial Reports – Motion to accept and file the February, 2011 financial reports – Detail Ledger, Trial Balances, Budget, Edward Jones & Tower Square Securities made by Robert Fay, second made by Rick Henrickson. Question concerning line 1361 Sick Leave Payout, where that amount comes from will be investigated and answered by Dawson at the April meeting. Voice vote carried unanimously.

Committee Reports - None

Board Member Comment

- Rick Henrickson reported a conversation overheard at the YMCA in Manitowoc where a gentleman from out-of-town was complementing the Lester Public Library as one of the finest libraries he had visited.
- Collette Tegen commented the shortened URL for the library's web page is very convenient and likes the change (www.lesterlibrary.org).

Director's Report – noted the change in statistics, the combination of adult and youth services reference numbers and the addition of percent of total circulation (check-outs) handled by the self-check machines.

Communications – Teri Wagner commented on the library's exposure in Germany concerning the article that appeared in the German newspaper *Kehler Zeitung*.

Report from City Council Representative – Jay Orvis indicated with impending elections this may be his last Library Board meeting and expressed his hope that future city council members will proceed thoughtfully through the impending budget crisis. President Gagnon thanked Jay for his service on the Board of Trustees and being a library advocate to the City Council.

Report from School District Representative – no report

Report from County Representative – no report

Unfinished Business

- Motion to approve policy revision of the Theft or Mutilation of Library Material policy made by Robert Fay, second made by Jay Orvis. Voice vote carried unanimously.
- 2010 Annual Report presented as signed by President Gagnon and sent to DPI and MCLS

New Business

- Discussion of the breakdown of Business Manager duties


Closed Executive Session –

President Gagnon read the Wisconsin Statutes s. 19.85(1)(c) allowing closed session when the employment, promotion, compensation, or performance evaluation data of any public employee under the jurisdiction of the particular government body is being considered. Mr. Gagnon stated the reason the Closed Session is the annual Director evaluation. He then opened the floor for a motion to enter into Closed Session. Moved by Rick Henrickson to enter into Closed Session, second made by Sharon Stone. Roll Call Vote: Robert Fay – Aye; Sharon Stone – Aye; Collette Tegen – Aye; Brenda Krause – Aye; Jay Orvis – Aye; Teri Wagner – Aye; Rick Henrickson - Aye; Patrick Gagnon - Aye. The Board of Trustees entered into Closed Session at 7:01 PM.

At 7:25 PM, a motion to reconvene in Open Session was made by Collette Tegen, second made by Brenda Krause. Voice vote carried unanimously.

Board Education – None

Motion by Robert Fay to adjourn, second made by Sharon Stone. Voice vote carried unanimously. Meeting adjourned at 7:26 PM.



Respectfully submitted,

Jeff Dawson, Director