

**LESTER PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
APRIL 14, 2009, 7:00 PM  
Community Room of the Lester Public Library**

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Call to Order – President Patrick Gagnon called the meeting to order at 7:00 PM.

Roll Call – Members Present: Patrick Gagnon, Robert Fay, Terry Schumacher, Rick Henrickson, Brenda Krause, Kirsten Miller, Jay Orvis, & Joyce Beth. Absent and Excused: Teri Wagner & Sharon Stone. Also Present: Library Director Jeff Dawson, Adult Services Coordinator Chris Hamburg, Technical Services Coordinator Kathy Tolksdorf.

Public Comment – None.

Trustee Education – Director Dawson introduced Technical Services Coordinator Kathy Tolksdorf. Ms. Tolksdorf gave a behind the scenes tour of her duties as a cataloger. President Gagnon thanked Ms. Tolksdorf and excused her at 7:25 PM.

Approval of Minutes – Motion to approve minutes of March 10, 2009 made by Rick Henrickson, second by Terry Schumacher. Voice vote carried unanimously.

Expenditures & Financial Reports – Motion accepting the February 2009 financial reports – Detail Ledger, Trail Balances, Budget, Edward Jones, Tower Square Securities, and BankFirst made by Joyce Beth, second by Robert Fay. Voice vote carried unanimously.

Committee Reports – None.

Board Member Comment – Terry Schumacher announced his resignation from the board effective immediately. Mr. Gagnon and members of the board thanked him for his service. Jay Orvis reported taking a tour of the facilities with Jeff to inspect the roof and HVAC system. Mr. Orvis suggested working with the Utilities Committee to optimize lighting and utility usage in the library.

Director's Report – Mr. Dawson submitted a report for March and reviewed it with the board. Director Dawson indicated he will be inviting vendors in to make recommendations on the leaking roof and window. The Library Foundation will be meeting April 15, 2009. The Foundation is currently working on a vision statement. Manitowoc Calumet Library System is in the process of interviewing for the IT position. Dawson is a member of the hiring committee. Dawson opened the floor to questions. Brenda Krause requested an agenda item for the May meeting in order for Jeff to report new progress of the Manitowoc Calumet Library System transition. Director Dawson reported a 6 percent increase in circulation for the month of March compared to last year, and an increase of 7 percent year to date in circulation compared with last year. Dawson's blog sent out a record 12,486 views last month. Brenda Krause excused herself at 7:39 PM.

City Council Report – Councilmember Orvis reports the city is looking into cutting costs through energy saving devices.

School District Report – None.

County Representative Report – None.

New Business –

A) The current Nominating Committee will present the slate of officers for a vote in May. The committee is Joyce Beth (Chair), Teri Wagner, & Rick Henrickson.

B) Library displays – President Gagnon requested the board look over the policy and be prepared to comment at the May meeting.


Chris Hamburg was excused at 7:51 PM.

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 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. President Gagnon stated the purpose for Closed Session being Director Dawson's annual review & personnel issues. Director Dawson stated the discussion would be on the maintenance and cleaning of the Library. Moved by Henrickson to enter into Closed Session, second by Miller. Role call vote: Fay – yes, Schumacher – yes, Beth – yes, Gagnon – yes, Henrickson – yes, Miller – yes, Orvis – yes. The Library Board of Trustees entered into closed session at 7:51 PM.

At 8:07 PM Robert Fay moved to reconvene in open session, second by Jay Orvis. Voice vote carried unanimously. No action items from Closed Session.

Moved to adjourn by Rick Henrickson, second by Terry Schumacher. Voice vote carried unanimously. Meeting adjourned 8:08 PM



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Elaine Steckler  
Recording Secretary