

**Library Board Minutes  
GREENDALE PUBLIC LIBRARY  
Wednesday, December 19, 2018**

President Amidzich called the Regular meeting of the Greendale Public Library Board of Trustees to order at 5:35 PM.

Trustees Present: Amidzich, Dombrowski, Genz, Jensen, Unger.  
Excused: Huberty, Kiltz.  
Also Present: Wms-Van Klooster- Library Director

Library Director Williams-Van Klooster stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

**PUBLIC COMMENTS**

None.

**APPROVAL OF THE MINUTES**

Trustee Jensen moved, Trustee Genz seconded approval of the November 14, 2018 minutes.

Ayes: All  
Noes: None  
Motion to approve: Carried

**APPROVAL OF FINANCIAL REPORTS**

Check Register: November 2018

Trustee Unger moved, Trustee Dombrowski seconded approval of the November 2018 expenditures in the amount of \$5258.84.

Ayes: All  
Noes: None  
Motion to approve: Carried

**REVIEW OF FINANCIAL STATEMENTS**

- a) Expenditures to Actual Comparison: 11/18
- b) Revenue to Actual Comparison: 11/18
- c) Balance Sheet: 10/18

**UNFINISHED BUSINESS**

- a) CLC Agreement revision

Trustee Jensen moved, Trustee Unger seconded for approval of the revised CLC agreement. Unger confirmed with Wms-VK that the CLCAC had reviewed the revised version and was satisfied with the updates.

Ayes: All  
Noes: None  
Motion to approve: Carried

- b) Strategic Plan update

Wms-VK reviewed the memo and noted that he felt very happy with the outcome of the November staff meeting. He is working with Kim of Ujima United to develop the written plan that will be brought forward to the Board for approval and expects this to be completed in 1 month. Unger inquired about the time period the plan is expected to be in place. Wms-VK said 3-5 years, and then we start over again. Amidzich recommended having twice-yearly plan update from Wms-VK to ensure it is being followed. Amidzich also recommended a pre-action phase survey to set a benchmark from which to measure staff experience of the plan at completion.

## **NEW BUSINESS**

### a) 2019 Library Calendar and Hours

Trustee Dombrowski moved, Trustee Jensen seconded, approval of the calendar as presented with the revision of full regular open hours on the Friday and Saturday before Easter, and full regular open hours the Friday and Saturday after Thanksgiving. Discussion ensued about Village department practices for paying overtime on days declared Village Holidays by the Salary Resolution. Wms-VK will investigate and report back to the Board.

Ayes: All

Noes: None

Motion to approve: Carried

### b) Director 2018 Project Plan review

No discussion

### c) Director 2019 Project Plan

No discussion

### d) Trustee Continuing Education – PLSR

Wms-Van Klooster shared the packet Memo and answered questions.

## **INFORMATIONAL AND DISCUSSION ITEMS**

### a) Director's Report

No highlights to this report.

### b) Library Staff Report

No highlights to this report.

### c) President's Report

None.

### d) Friends of the Greendale Public Library Report

Wms-VK said that Dickens was very successful due in part to Board member volunteerism and a more modest production than recent years. The Friends mailed their annual membership appeal in November.

### e) Greendale Public Library Foundation Report

None.

## **CORRESPONDENCE**

None

## **ADJOURNMENT**

The meeting adjourned at 6:45 PM.