

**GREENDALE PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**MINUTES**

**November 9, 2016**

President Lubing called the meeting of the Greendale Public Library Board of Trustees to order at 5:06 p.m.

Library Director Olguin stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

Present: Lubing, Maierle, Huberty, Jensen, Kiltz

Excused: Busalacchi, Amidzich

Also Present: Deborah Olguin, Library Director

**OCTOBER MINUTES**

Trustee Kiltz moved, Trustee Jensen seconded approval of the October 12, 2016 minutes.

Ayes: Lubing, Huberty, Maierle, Kiltz, Jensen

Noes: None.

**OCTOBER VOUCHERS**

Trustee Kiltz moved, Trustee Maierle seconded approval of the Vouchers for October 2016 in the amount of \$4424.00.

Ayes: Lubing, Huberty, Maierle, Kiltz, Jensen

Noes: None.

**OLD BUSINESS**

**ADOPTION OF THE VOLUNTEER POLICY AND VOLUNTEER APPLICATION**

Trustee Kiltz moved, Trustee Jensen seconded approval of the adoption of the Volunteer Policy and the Volunteer Application with the suggested revisions.

Ayes: Lubing, Huberty, Maierle, Kiltz, Jensen

Noes: None.

The 2017 Library Budget was discussed. The Village Manager Michaels' recommendation to the Village Board was that the library not receive an increase since there is a large fund balance available.

**NEW BUSINESS**

The Meeting Room Policy was discussed. Trustee Kiltz suggested the addition of a chart for room charges similar to the School District Facilities Use Policy.

## ELECTION OF VICE-PRESIDENT AND TREASURER

President Lubing nominated Trustee Jensen for the position of Vice-President. There were no other nominations.

President Lubing moved, Trustee Kiltz seconded electing Trustee Jensen as the Vice-President.

Ayes: Lubing, Huberty, Maierle, Kiltz, Jensen

Noes: None.

President Lubing nominated Trustee Maierle for the position of Treasurer. There were no other nominations.

Trustee Lubing moved, Trustee Jensen seconded electing Trustee Maierle as the Treasurer.

Ayes: Lubing, Huberty, Maierle, Kiltz, Jensen

Noes: None.

Trustees as library volunteers was discussed. Director Olguin will contact Trustees with possible volunteer opportunities at library events. Director Olguin will also notify Trustees of occasions at the library in which Trustees could become more familiar with the library staff.

### Director's Report:

Director Olguin mentioned the Veterans Day Program on Nov. 11<sup>th</sup> and the Greendale Community Reads with Ed Block on Nov. 30<sup>th</sup>. She also shared the purchase of EventKeeper for reserving the Meeting Room and the Meraki wireless equipment upgrade.

### Staff Reports:

President Lubing discussed the staff reports and expressed her appreciation of the reports and the work the staff is doing.

### No President's Report

### Foundation Report:

Foundation Liaison Maierle shared questions regarding the planned Children's Book Festival. Meeting with the Foundation Board was suggested to discuss meeting with a consultant before moving forward with any new expenditures.

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

Deborah Olguin

Library Director