

DRAFT

Subject to
Approval

MINUTES

McMillan Memorial Library
Board of Trustees
March 20, 2019

Mr. Barnett began the meeting with his director's report as we did not have a quorum.

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:30 p.m.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Anne Zacher, Kevin Finbraaten, Scott Kellogg, William Clendenning, David Farmbrough, Heather Gygi

Absent: Susan Bovee, Craig Broeren, and William Hascall

Administration: Andy Barnett, Vicki Steiner, and Brian Kopetsky

CORRESPONDENCE: There were no items of correspondence.

MINUTES: **A motion to approve the Minutes of the February 20, 2019 Library Board meeting was made by Mr. Clendenning, second by Mr. Kellogg. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for March 2019. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Ms. Zacher. Motion carried.**

DIRECTOR'S REPORT:

Finalist – National Medal for Museum and Library Service. We are one of 30 Finalists, fifteen libraries and fifteen museums of various kinds. The announcement was originally scheduled for late January, but the government shutdown delayed and constricted the process. We intend to promote this and highlight it on our website and social media. We will be thanking a community partner or contributor on Facebook / Twitter each day through April 24. We are participating in the IMLS Share Your Story campaign. We have a website, online form, paper form and video component. The logo has been added to our website and will be on our signs through the end of the year. On April 25, we will have a short program (food at 5:00, program at 5:30, open doors for Copper Box concert at 6:00). Medalists will be announced April 29.

Library Use and Events –Jigsaw Puzzle competition (Saturday, March 16). For ARTiGras, we showed the National Theatre Live presentation of Julius Caesar on March 15 (the Ides of March), as well as two foreign films and a show on Ho-Chunk history (featuring an appearance by Andy Thundercloud) on Monday, March 18. Upcoming events: Traditional Jazz Band The Fat Babies (3/28), Red Cross blood drive (4/4), Jeffrey Foucault in concert (4/4), Battle of the Bands (4/6).

Budget – We do not have an official carryover amount from the City. The first draft of our seven year capital plan was sent to the City, but will be revised when we have better estimates on the Adult Room project. Wood Trust will report on the Endowment at the May Board meeting.

Building & Grounds - The Lower Level restrooms are open and work will begin very soon on the Upper Level ones. Upgrading the heating in the Commons is underway and will probably be done before the Board meeting. We will be upgrading the HVAC controls for the FAC. The room is overheated in the winter and overcooled during the summer. The solar panels are finally clear of snow and on last Saturday, Sunday and Monday produced more than we consumed for this first time this year.

Adult Room Planning Update - We have completed the first three workshops in the Adult Room planning process. The documents will be shared with Board members and posted on our website. Workshop four will involve making decisions about costs and what to include in the project. It will be an early evening event to give a different set of people the opportunity to attend. A consensus is developing to rename the Adult Room something else. A final report to the Board is scheduled for May 1st at 5:00 pm.

Miscellaneous – Staff Development Day is scheduled for May 21, with the recognition lunch at noon at the Mead. We will be hosting Business After Hours on Monday May 13 (4:30 – 6:30 pm). Artwork by the late Gilbert Endrizzi was purchased for the permanent collection, with one piece slated for the makerspace.

Mr. Clendenning expressed dissatisfaction with restroom project.

COMMITTEE REPORTS: There were no Committee Meetings held during the previous month.

OLD BUSINESS: There were no items of Old Business to bring before the Board.

NEW BUSINESS: Ms. Gygi asked if the Board would consider moving the regular Board meetings to 5pm. **A motion to hold the April 17 Board meeting at 5pm was made by Mr. Farmbrough, second Ms. Gygi. Motion carried.**

A motion to adjourn was made by Mr. Kellogg, second by Mr. Finbraaten. Motion carried and the meeting adjourned at 4:50 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on April 17, 2019 at 5:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary