



# City of Waukesha

## Meeting Minutes - Final

### Library Board

*Grant C. Lynch, Executive Director*  
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Thursday, December 8, 2016

4:45 PM

Library Board Room

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#### 1. Call to Order

*Others: Executive Director G. Lynch, Assistant Library Director J. Klima, and Special Projects Coordinator J. Quinlan*

*The meeting was called to order at 4:45 p.m. by Board President Kasprovicz.*

**Present** 3 - Kasprovicz, Lombardi, and Riebel

**Absent** 8 - Deatrick, Fowle, Reiland, Spelius, Kevin Guilfooy, Ryan, Probst, and Sura

#### 2. Public Comments

*There were no public comments.*

#### 3. Approval of Meeting Minutes

[ID#16-1773](#) Approval of the minutes for November 10, 2016

**Trustee Lombardi moved to approve the Library Board minutes for November 10, 2016 as presented. Trustee Riebel seconded, motion carried unanimously.**

#### 4. Correspondence

*None.*

#### 5. Bills

[ID#16-1774](#) Approval of the bills for December 2016

*Executive Director Lynch reported that the Library is on track to end its budget this year very close to zero. There is some question as to whether a number of encumbered items will arrive by the end of the year.*

**Trustee Riebel moved to approve the monthly bills for December 2016 in the amount of \$100,798.28 and write offs in the amount of \$4,201.00. Trustee Lombardi seconded, motion carried with a unanimous roll call vote.**

**Aye:** 3 - Kasprovicz, Lombardi and Riebel

**Absent:** 8 - Deatrick, Fowle, Reiland, Spelius, Kevin Guilfooy, Ryan, Probst and Sura

## 6. Financial Reports

### [ID#16-1775](#) Approval of the Financial Report for December 2016

*Executive Director Lynch reported that the Library is hoping to spend down its entire 2016 allocated budget. The Library is anticipating a last quarter revenue payment to come in from the Bridges Library System.*

**Trustee Lombardi moved to approve the December 2016 Financial report as presented. Trustee Riebel seconded, motion carried with a unanimous roll call vote.**

**Aye:** 3 - Kasprowicz, Lombardi and Riebel

**Absent:** 8 - Deatrick, Fowle, Reiland, Spelius, Kevin Guilfooy, Ryan, Probst and Sura

## 7. Old Business

## 8. New Business

## 9. Reports

A. Library Board Committees: Building, Executive, Finance, Human Resources, Planning and Policy, Public Art, Ad hoc Fund Development

B. Director's Report: Director Grant Lynch will provide a status update on Library activities and answer any questions

### [ID#16-1776](#) Administrative and Staff Reports for December 8, 2016

C. Bridges Library System: Trustee Rose Sura will report on the most recent Bridges Board meeting

D. Friends of the Library: Trustee Cynthia Deatrick will report on any meeting that has occurred since the date of the last meeting

E. Communications to the Common Council

## 10. Adjournment

*Absent any objections, the meeting adjourned at 4:47 p.m.*

NOTICE: A majority of Library Board members or Common Council members may be in attendance.

Library Board Members: Please notify the Library Office by 1:00 PM meeting day, if you are unable to attend this meeting.

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact Joan Quinlan, 48 hours prior to the meeting at 262-524-3694.