



# City of Waukesha

## Meeting Minutes - Final

### Library Board

Grant C. Lynch, Executive Director  
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Thursday, April 13, 2017

3:00 PM

Library Board Room

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#### 1. Call to Order

*Trustees Absent: C. Deatrick, J. Fowle, K. Guilfooy, C. Lombardi, P. Kasprovicz, L. Probst, A. Reiland, and E. Spelius*

*Others Present: Interim Library Director J. Klima and Special Projects Coordinator Joan Quinlan*

*The meeting convened at 3:07 p.m. A quorum was present to pay bills.*

**Present** 3 - Ryan, Sura, and Riebel

**Absent** 7 - Deatrick, Fowle, Kasprovicz, Lombardi, Spelius, Kevin Guilfooy, and Probst

#### 2. Public Comments

*There were no public comments.*

#### 3. Bills

##### [ID#17-0537](#) Approval of the bills for April 2017

*Interim Library Director Klima pointed out a lengthy list of bills for the month which included building maintenance items; painting, LED bulb replacements, including a credit for bad LED bulbs, new benches for the lobby, and reupholstering costs for the curved lobby bench. The costs associated with the benches are charged to the CIP account. The 2017 lease agreement for the popular book scan station includes 100% maintenance.*

**Trustee Sura moved to approve the April 2017 bills in the amount of \$100,845.85 and write offs of \$4,564. Trustee Ryan seconded, motion carried with a unanimous roll call vote.**

**Aye:** 3 - Ryan, Sura and Riebel

**Absent:** 7 - Deatrick, Fowle, Kasprovicz, Lombardi, Spelius, Kevin Guilfooy and Probst

#### 4. Financial Reports

**ID#17-0538** Approval of the financial report for April 2017

*Interim Library Director Klima reported that fine revenue continues to decline. If the current rate of decline continues, the Library will be 40% short on revenue for the year. Trustee Sura asked if there was any leeway in the budget to cover the shortfall. Interim Director Klima explained that with the Library not at full staffing levels, there should be enough money to balance the budget. He will begin working with the management team to develop the 2018 budget, which is typically due to the City in July. The Library has realized gains in print revenue during the tax season, averaging \$1,500-2,000 per month. He will investigate printing options when he attends the American Library Association Conference in June.*

**Trustee Sura moved to approve the financial report for April 2017. Trustee Ryan seconded, motion carried with a unanimous roll call vote.**

**Aye:** 3 - Ryan, Sura and Riebel

**Absent:** 7 - Deatrick, Fowle, Kasproicz, Lombardi, Spelius, Kevin Guilfooy and Probst

**5. Adjournment**

*Absent any objections, the meeting adjourned at 3:19 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.