



City of Waukesha

Meeting Minutes - Final

Library Board

321 WISCONSIN AVENUE
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Thursday, September 14, 2017

5:00 PM

Library Board Room

1. Call to Order

Others Present: Trustee K. Guilfoy, Interim Library Director J. Klima and Finance & Planning Analyst Cindy Braun

Present 9 - Deatrick, Fowle, Kasprovicz, Lombardi, Ryan, Sura, Riebel, Helgestad, and Ammerman

2. Public Comment

There were no public comments.

3. Approval of Meeting Minutes

[ID#17-1350](#) Approval of the minutes for August 10, 2017

Trustee Ryan moved to approve the Library Board minutes for August 10, 2017 as presented. Trustee Guilfoy seconded, motion carried unanimously.

4. Correspondence

[ID#17-1357](#) Correspondence

The Board packets included Waukesha Freeman articles on the Library Director search, the promotion of the Monday, September 11th movie night, "The Music of Star Wars" program on August 24 by author Aaron Krerowicz, updates on the Library book sorter server connection. Also included was an article by Bridges employee Jill Fuller on "Libraries offer many resources for those seeking work." Interim Director J. Klima reported the Waukesha Freeman made an open records request on information related to the book sorter and he has forwarded the request to the City Attorney and the IT Dept.

5. Bills

[ID#17-1351](#) Approval of the bills for September 2017

Interim Director Klima reported that this was a standard month for bills, a table was ordered as a sample for the community room but was returned as it didn't fit our needs, replacement lighting for the outside sidewalk was also purchased.

Trustee Lombardi moved to approve the September 2017 bills for \$96,668.69. Trustee Deatrick seconded, motion carried with a unanimous roll call vote.

Aye: 9 - Deatrick, Fowle, Kasprovicz, Lombardi, Ryan, Sura, Riebel, Helgestad and Ammerman

Absent: 1 - Probst

6. Financial Reports

[ID#17-1352](#) Approval of the financial reports for September 2017

Interim Director Klima reported that the Library is on track with spending, fine revenue will likely be \$2000 short at year end, printout revenue has gone up quite a bit the past few years, building maintenance budget probably will be over budget and next month will need to discuss transferring funds from the operating budget to CIP for stair repairs.

Trustee Riebel moved to approve the financial reports for September 2017 as presented. Trustee Helgestad seconded, motion carried with a unanimous roll call vote.

Aye: 9 - Deatrick, Fowle, Kasproicz, Lombardi, Ryan, Sura, Riebel, Helgestad and Ammerman

Absent: 1 - Probst

7. New Business

[ID#17-1353](#) A motion may be made to convene in closed session pursuant to Wisconsin Statutes Sec. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. The Library Board will discuss the recommendation of the Library's Human Resources Selection Committee regarding the final candidates for Library Director.

Trustee Ryan moved to convene in closed session pursuant to Wisconsin Statutes Sec. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. The Library Board will discuss the recommendation of the Library's Human Resources Selection Committee regarding the final candidates for Library Director. Trustee Riebel seconded, motion carried with a unanimous roll call vote. The Board adjourned in closed session at 5:07 p.m.

Aye: 9 - Deatrick, Fowle, Kasproicz, Lombardi, Ryan, Sura, Riebel, Helgestad and Ammerman

Absent: 1 - Probst

[ID#17-1354](#) Following closed session a motion will be made to reconvene in open session to consider possible action on matters discussed in closed session.

The Library reconvened in open session at 5:20 p.m.

[ID#17-1355](#)

Discussion/action regarding hiring recommendation of new Library Director (Human Resources Committee)

Trustee Deatrick thanked the Human Resource Committee and Board President P. Kasproicz for the work on the Director search and working with the search firm.

Trustee Riebel moved that the Library Board accept the recommended candidate discussed in closed session and direct Bradbury & Associates to make an employment offer with the terms and conditions discussed in closed session and contingent on a positive background check, Trustee Ryan seconded, motion carried by unanimous roll call vote.

Aye: 9 - Deatrick, Fowle, Kasproicz, Lombardi, Ryan, Sura, Riebel, Helgestad and Ammerman

Absent: 1 - Probst

8. Reports

[ID#17-1356](#)

Administrative and Staff Reports for September 2017

Interim Director Klima reported the only addition was the Big Read kickoff has started and he has started reading "True Grit" to do his first editorial, copies of the book were appreciated by those attending the Tribute Tuesday event in Cutler Park and 400 "True Grit" books were handed out at Friday Night Live in their regular spot.

9. Adjournment

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.