



City of Waukesha

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Meeting Minutes - Final

Library Planning & Policy Committee

Thursday, December 14, 2017

4:30 PM

Library Board Room

1. Call to Order

Others Present: Director B. Gay, Assistant Director J. Klima, Trustees: S. Ammerman, M. Ryan, E. Helgestad and Finance & Planning Analyst C. Braun

The meeting convened at 4:30 p.m.

Present 5 - Riebel, Lombardi, Deatrick, Fowle, and Kasprovicz

2. Approval of meeting Minutes

[ID#17-1762](#) Approval of the minutes for May 11, 2017

Trustee Lombardi moved to approve the minutes for May 11, 2017, Trustee Deatrick seconded, motion carried unanimously.

3. New Business

[ID#17-1763](#) Discussion/recommendation regarding carryover of year-end funds for strategic planning consultant

Director Gay explained they have two similar copies of strategic planning proposals in their packets. He is requesting money to be set aside from 2017 to use in 2018 for strategic planning. The library is obligated by County standards to have a plan in place. He has worked with WiLS in the past and has had a good experience. They are not obligated to use WiLS. WiLS is just a starting point. WiLS has indicated they couldn't start until April which really would work well with him since he'd like to get settled in at the library first. The City is doing strategic planning in January and February and perhaps they could use the same focus group. Trustee Kasprovicz explained that if approved he would recommend there is no subcommittee but rather an Ad Hoc committee so all board members could be included.

Trustee C. Deatrick moved to carryover \$8,500 from 2017 to 2018 for strategic planning with a strategic planning company to be determined later, Trustee C. Lombardi seconded, motion carried with unanimous roll call vote.

Aye: 5 - Riebel, Lombardi, Deatrick, Fowle and Kasprovicz

4. Adjournment

Absent any objections, the meeting adjourned at 4:36 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.