



# WAUWATOSA PUBLIC LIBRARY

Final

## LIBRARY BOARD OF TRUSTEES

MINUTES • May 16, 2018

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Regular Meeting

Library Board Room

6:30 PM

7635 West North Avenue, Wauwatosa WI 53213

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Present: Trs. Andrae, Carroll, Holtz, Klein, Marheine, Newton, Oliver (left the meeting at 8:00 p.m.),  
Perhach – 8

Excused: Tr. Miller

Also Present: Director Loeffel, Assistant Director Trunley

President Holtz called the meeting to order at 6:37 p.m.

### APPROVAL OF THE MINUTES

1. Tr. Newton moved approval of the minutes of the March 21, 2018 meeting. Tr. Klein seconded and the motion passed 8-0.

### PUBLIC COMMENT

### ADMINISTRATIVE REPORTS

1. Technical Services Librarians, Marty Fudge and Anne Marie Thomas, reported on their duties at the library.
2. Trustees reviewed the Financial report.
3. Tr. Marheine moved approval of the vouchers for the month of March in the amount of \$52,741.73. Tr. Andrae seconded and the motion passed 8-0.  
Tr. Andrae moved approval of the vouchers for the month of April in the amount of \$42,642.30. Tr. Newton seconded and the motion passed 8-0
4. a) Tr. Andrae moved approval of the 1<sup>st</sup> Quarter Report. Tr. Carroll seconded and the motion passed 8-0.  
b) Tr. Klien moved approval to pay a gift book invoice (Ann Marie Perhach) in the amount of \$33.26. Tr. Andrae seconded and the motion passed 7-0 with Tr. Perhach abstaining.  
c) Tr. Newton moved approval to pay Demco \$104.07 for purchase of drawstring bags. Tr. Klein seconded and the motion passed 8-0.
5. President's Report: President Holtz reported that the Library Board's new liaison with the City Council is Allison Byrne. He reported that MCFLS is looking for new trustees for its board. Tr. Klein moved to approve President Holtz submitting his name for consideration. Tr. Marheine seconded and the motion passed 7-0 with Tr. Holtz abstaining.
6. Director's Report: Dir. Loeffel presented his written report.
7. Library Foundation Report: President Holtz reported again on the success of the Leadership Luncheon although final numbers are not available. He reported that the Foundation is investigating alternative ways of supporting the administrative side of its operations.

### NEW BUSINESS

1. The Circulation Policy policy was discussed. Tr. Perhach moved approval of the Circulation Policy. Tr. Andrae seconded and the motion passed 8-0.
2. The reallocation of Technical Services Assistant position funding was discussed. Tr. Andrae moved approval of the reallocation of Technical Services Assistant position funding as presented. Tr. Klein seconded and the motion passed 7-0.
3. Director Loeffel presented the Amended 2017 Annual Public Library Report. Tr. Andrae moved approval of the Amended 2017 Annual Public Library Report. Tr. Carroll seconded and the motion passed 7-0.

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.