



# WAUWATOSA PUBLIC LIBRARY

Final

## LIBRARY BOARD OF TRUSTEES

MINUTES • January 16, 2019

---

Regular Meeting

Library Board Room  
7635 West North Avenue, Wauwatosa WI 53213

6:30 PM

---

Present: Trs. Andrae, Began, Carroll, Holtz, Klein, Marheine, Miller, Newton, Oliver – 9

Excused:

Also Present: Director Loeffel, Assistant Director Trunley

President Holtz called the meeting to order at 6:30 p.m.

### APPROVAL OF THE MINUTES

1. Tr. Andrae moved approval of the minutes of the November 28, 2018 meeting. Tr. Klein seconded and the motion passed 9-0.

### PUBLIC COMMENT

### ADMINISTRATIVE REPORTS

1. Adult Librarians Laurie Fels and Katie Jentges gave a report of their duties at the library.
2. Trustees reviewed the Financial Report
3. Tr. Miller moved approval of the vouchers for the month of December in the amount of \$52,716.65. Tr. Marheine seconded and the motion passed 9-0.
4. Trustees Account
  - a. Tr. Carroll moved approval to pay Televend \$164.65 for prepaid fax cards. Tr. Andrae seconded and the motion passed 9-0.
5. President's Report: President Holtz reported that the Strategic Planning Committee has its membership established.
6. Director's Report: Dir. Loeffel presented his written report including an outline of the strategic planning process.
7. Library Foundation Report: President Holtz reported that the Foundation has confirmed a date and an author for the Leadership Luncheon.

### NEW BUSINESS

1. Tr. Klein moved approval of a motion to open the library at 12:30 pm on Thursday, January 31 to enable staff to participate in a strategic planning session. Tr. Began seconded and the motion passed 9-0.
2. Committee Appointments
  - a) Financial: Tr. Carroll moved approval of a motion to appoint Trs. Andrae, Holtz and Marheine to the Financial Committee. Tr. Newton seconded and the motion passed 9-0.
  - b) Policy: Tr. Andrae moved approval of a motion to appoint Trs. Andrae, Began and Oliver to the Policy Committee. Tr. Miller seconded and the motion passed 9-0.
3. Trustee Essential 15, The Library Board and the Public Records Law was presented.

### ADJOURNMENT

The meeting was adjourned at 7:25 p.m.