

Mayville Public Library Board Meeting February 14, 2019

1. The meeting was called to order at 6:05 p.m. by Board President Grant Larson.
Present: Grant Larson, Mike Schmidt, Kim Olson, Sue Smith, Dianne Slater, and Library Director Alixe M. Bielot. Excused: Geri Feucht. Late: Lee Zarnott
Guests: Gene Frings, Sheila Steger
2. Public Comment: None
3. Minutes: After review of the Jan. 2019 minutes, motion to accept by Schmidt and seconded by Olson.; motion approved.
4. City Budget Report: After review, Olson moved to approve the Jan. 2019 report, seconded by Schmidt; motion approved
5. Payment of Bills: After review, motion to approve was made by Olson, seconded by Smith; motion approved: General fund _\$11,088.30_ Dodge Cty_ \$220.09_ Trust Fund __0__ = TOTAL __\$11,308.39__
6. Library Treasurer's Report: After a short summary by Larson, Olson moved to accept report and Smith seconded; motion approved
7. Library Director's Report: LIBRARY STATS: Alixe presented the Jan. 2019 stats. MEETINGS & ACTIVITIES: Update on System Director situation; Annual reports are now open to work on, due on 3/1/19; FRIENDS GROUP/UPCOMING EVENTS: The Friends will have a Movie & Craft program of Disney's *Aladdin* on Sat., Feb. 16th - Friend's Polka Dance on Mar. 9th is all set to go, it's a big annual fundraiser for the library - BUILDING: looking for cleaning person, will place ad in DC Pionier – STAFF/UPCOMING EVENTS – Legos Saturdays are back; StoryTime resumes; Book Club & Genealogy have started up again after the holidays. We have received all the tax forms that the State/Fed are offering this year. Olson moved to accept the Director's report, seconded by Smith.
8. Unfinished business:
 - A. Update on new Library Project by Sue Smith
 1. Discussion about donation page on library website/discussed Library Site committee and the history file on the library.
 2. PR Management – still looking for someone to handle PR releases, etc.
 - B. Outdated library equipment: discuss with possible to replace or update:
 1. Self-Check machine (15 yrs. old); Microfilm Reader (16 yrs. old); Sharp Copier/printer (7 yrs. old) and Kyocera printer (12 yrs. old) – Motion by Schmidt and seconded by Olson to purchase Canon copier/printer not to exceed \$6,500.00 – Funds to come from DC Fund.

9. New Business:

- A. Approve Annual Report – Alixe reviewed the 2018 annual report and a motion was made by Olson, seconded by Schmidt to approve report with any modifications.
- B. Discussion on hiring Integris to oversee the beginning steps in the building process (help with RFPs to architects and other construction management)
- C. Site Feasibility Study – needs to be done and does the formation of a Library Building committee to consist of all Library Board members/members of LEAC and other possible interested citizens; Alixe and Sheila to review/edit Space Needs Study
- D. Further explore the implementation/procedures of the above committee meetings/studies – Motion approved for the above items by Zarnott, seconded by Smith.

10. Discuss with possible action the next meeting date: Thursday, Mar. 14th, 2019, at 6 p.m. – Adjournment – a motion was made by Olson and seconded by Schmidt to adjourn at 7:15 pm. Motion Passed.

Respectfully submitted by:

Dianne Slater and Alixe M. Bielot

Library Board Meeting Minutes 02/26/19; submitted on _3/4/19__