

**Community Library**  
**Town of Randall / Town of Salem / Village of Paddock Lake**  
**Village of Silver Lake / Village of Twin Lakes**  
**Board of Trustees Meeting Minutes**  
**Monday, June 23, 2008**

**Call to Order and Pledge of Allegiance:** The meeting in Twin Lakes was called to order by President Boening at 6:30 p.m.

**Members Present:** President Boening, Trustees Baughman, Bower, Engstrom, Goodson, Mahoney, Mangold, Neuman, Sokolski, Surchik, Swan, and Library Director Close.

**Members Absent:** None.

**Minutes:** The minutes from the May 19, 2008, meeting were moved for approval without changes by Sokolski, seconded by Baughman, which then passed unanimously. The minutes from the May 27, 2008, meeting were moved for approval without changes by Baughman, seconded by Mahoney, which then passed unanimously. The minutes from the June 2, 2008, meeting were moved for approval without changes by Baughman, seconded by Mangold, which then passed unanimously.

**Citizen Comments:** Citizens present – 15. Gail Peckler Dziki, a reporter from the *Twin Lakes Report*, stated she received a call from a patron that recounted an alleged rumor regarding a “bunch of guys wearing hats trying to close down the Twin Lakes and Silver Lake branches.” Ms. Peckler Dziki stated she told the patron that she does not believe there is a conspiracy. Debbie Greskiw, citizen and Administrative Assistant for the Community Library, asked the board how board members can be eliminated prior to the expiration of their term. President Boening stated that a trustee can be removed at any time. Ms. Greskiw asked if the board received a letter from the Village of Twin Lakes regarding liability from the accounting firm originally selected, and then denied. Director Close stated a letter was not seen at the library. Trustee Mahoney stated he would follow-up. Ms. Greskiw’s final questions revolved around a threat made by Howard Skinner regarding Randall, Silver Lake, and Twin Lakes pulling out of the Community Library. Trustee Mangold stated background on the selection of the accounting firm. Ms. Greskiw asked if that kind of remark would be made again some day. Trustee Mangold stated there was no intent; however, he said changes would be coming. President Boening recommended that if there were further questions, citizens may go to their municipality for upcoming municipality meeting dates and times.

**Finance:**

**A. Acceptance of Financial Report** – President Boening noted that Randall was behind in its payments. It was asked what category would show attorney bills. Director Close responded that it would be listed under Services on page two, and that there have not been any bills. Trustee Mahoney explained that a letter was solicited from the attorney and sent to him regarding his potential marital status. Director Close stated this service was not billed to the library as it was pro bono. Trustee Mahoney asked Director Close if she knows Doug Baker’s wife. Director Close stated he is not married. It was moved to approve the financial report as written by Surchik, seconded by Sokolski, which then passed unanimously.

**B. Review of account summary** – Director Close asked for questions on the account summary. There were none.

**C. Action on bills to be paid** – Director Close gave a brief review of the bills to be paid. There were no questions. It was moved to approve the bills to be paid by Baughman, seconded by Mahoney, which then passed unanimously.

**Monthly Progress Reports** – Director Close reported that circulation usage in May 2008 was up a little from May last year. She also provided the prior three months of circulation statistics on the handout. Director Close explained that the patron count is a physical, hand count. The error is usually on the low side. Program attendance and meeting room counts were shared. Offsite youth services counts refer to day care and school visits. Many of the recent offsite visits encouraged the summer reading program. New library cards are at a steady rate of about 100 per month at Salem and 50

## **CL Board of Trustees Meeting Minutes**

**Monday, June 23, 2008**

(continued)

at Twin Lakes. Trustee Baughman asked about the patron count at Salem being the same for May 2008 and May 2007. Director Close said she recognized the similarity and double checked the information. That is correct. President Boening stated that Twin Lakes would have an automatic patron counter if a new building is built. She added that she knows that the library employees do not mark her on the patron count when she visits.

**Correspondence:** Director Close received a letter regarding the appointment of Crysti Neuman by Central High School. President Boening received an appointment letter from the Village of Silver Lake for Merlene Engstrom.

### **Standing Committee Reports:**

**A. Personnel/Finance** – President Boening stated appointments for this committee will be made at the July meeting.

**B. Policy/Services** – President Boening stated appointments for this committee will be made at the July meeting.

**C. Facilities** – Director Close stated there has not been a meeting. The architect has completed a rough draft of the building shape based on population versus books ratio. President Boening said there are approximately 25,000 residents. Director Close added that the state factors additional residents based on the county.

### **Old Business:**

**A. Internet issues** – President Boening stated that the library hasn't had problems for a while.

**B. Financial review/Audit** – The first meeting with the auditor is this Thursday, June 26, 2008.

**C. Joint operating agreement** – President Boening stated she has not received a copy of a signed document.

**D. Summer programming: presenter Liza Gilbert, Head of Youth Services** –The Community Library was on the front page of the *Kenosha News* on June 21<sup>st</sup> regarding the summer program called “Shire Shop.” Director Close shared that Frodo Fest, a “Lord of the Rings” festival, will take place from September 19-20. The festival has received national and international attention. The library will be attending the Libertyfest parade on July 5<sup>th</sup> in Twin Lakes. Attendees will be walking as a hive of bees buzzing through the parade. All public is welcome to walk with the library. Gathering for the walk is at 10:00 a.m. and the walk begins at 11:00 a.m. in Legion Park. Within the first four days of the summer reading program, over 100 kids signed up. At this time, 540 kids are signed up, of which one third are from Randall/Twin Lakes. Youth Services has scheduled 120 summer programs. They are almost completely full. There is a weekly bilingual story time. Two dozen people attended the one last week. So far, Youth Services has arranged for volunteer organizations to assist and has only spent \$50 for mileage for one of the bands. There will be three bands and costumes to try on. Silver Lake has a Muddy Munchkins program. The Kids in Dirt Society (K.I.D.S.) is going again this year. Take a look at the Salem gardens and see what the kids are doing. Trustee Mahoney asked Ms. Gilbert to describe the Youth Services trip to a conference. Ms. Gilbert explained the national American Library Association conference and that the employees are paying their own transportation out there. President Boening shared that for adults, there is a tea tasting and history of tea on July 15<sup>th</sup>. On August 4, there is an adult jewelry making class. All of the programs are free. President Boening made a formal recommendation that a high tea take place this summer.

### **New Business:**

**Discussion: Trustee Essential, Chapter 2** - Director Close stated that the Department of Public Instruction (DPI) created the trustee essentials to clarify library board roles versus being on a municipality board or being a citizen. She handed out the relevant section of Chapter 43 of the Wisconsin Statutes to the board. The intent of the trustee role is to purposely separate the library board from municipalities to look out for the interest of the library rather than political agendas. Trustee Mahoney and Baughman discussed a prior disagreement on an auditor decision from a prior meeting. Trustee Baughman stated they will disagree on that item forever.

**CL Board of Trustees Meeting Minutes**  
**Monday, June 23, 2008**  
(continued)

**Discussion: *Trustee Essential, Chapter 2*** (continued)

President Boening added that the auditor proposals should not have been sent to the library. Trustee Mangold stated that individuals can go online to see the Chapter 43 statutes verbatim.

**A. Other** – President Boening read the library’s mission statement, which is as follows:

**Community Library Mission Statement**

The mission of our Library is to create a sense of community and provide free access to materials and services which improve minds, enrich lives, and fulfill cultural, civic, educational, and recreational needs.

President Boening invited the board members to get a library card if they do not already have one. Trustee Mangold stated that the Town of Randall has no intent to pull out of the library, and others have no intent as well. Close communication between the municipalities and the library board is important. Trustee Mangold continued by saying that the board must work with requests of the community. The Town of Randall requested an audit three years ago. In addition, it requested taped meetings three years ago. He said the Community Library responded that they are. Discussion regarding trustee appointment dates ensued. Trustee Mangold stated the municipalities agreed to update the joint agreement. He formally asked President Boening to resign. President Boening stated the officer elections would take place in July.

**Trustees’ comments:** Trustee Goodson, new library board representative for the Village of Paddock Lake, has requested to be on the library board for three years. She said if municipalities have problems, let the municipalities get together without the library to discuss them. Someone can then be appointed to discuss with the library. As a trustee, we must have an open outlook to represent all municipalities. She continued to request the board start with going on as a new board now, to move forward and end the past discussions. Trustee Engstrom, new library board representative for the Village of Silver Lake, requested the board get everything out in the open and get along. Trustee Neuman, new library board representative for the Town of Salem, said she is not a confrontational person. When the board works together, it can get a lot more accomplished. It’s for the children and adults in the community. Treat others with respect. Trustee Bower, new library board representative for the Village of Twin Lakes, stated the board needs to answer to residents of their municipality. Fighting and bickering is like little kids in school. President Boening recommended the by-laws are worked on after a joint agreement is completed. She also had made the suggestion to the municipalities that they do not have to pay quarterly in advance. Twin Lakes was the only municipality that does that currently. She said that paying monthly is fine. President Boening wanted to clarify a previous newspaper article in the Twin Lakes Report that had quoted her incorrectly. She stated it was not her, but the five municipalities that determined to wait until the joint agreement was obtained before determining a fiscal agent. Trustee Mangold asked why the board was waiting to record the meetings. Trustee Swan said she gave the tape equipment back to the Town of Randall. President Boening stated the board can record when it comes back to us. She added that the Community Library board will be the only library in the State of Wisconsin that records its Board of Trustees meetings.

**Report from the Friends:** President Boening reported the next meeting is in August. She encouraged people to march in the Fourth of July parade. The Friends made a donation to the Twin Lake building fund. A donation of \$220 was given to the Friends by the International House of Cheese.

**Date, time, and location for next meeting:** July 28, 6:30 p.m. meeting, in Salem.

**Adjournment:** Trustee Engstrom moved to adjourn the meeting. Trustee Mahoney seconded. The meeting adjourned at 7:32 p.m.

Respectfully submitted, Kristin Kerpec.