

AGENDA:

**Minutes of the C.A. Friday Memorial Library Board of Trustees**  
**Tuesday, February 28, 2017 6:15 p.m.**

**Trustees Attending:** Ard, Hall, Gjovik, Granroth, Ruyle

**Trustees Absent:** Kilibarda, Peplau

**Also Attending:** Kim Hennings, Library Director

**Call to order:** Granroth called the meeting to order at 6:25 p.m. Quorum was established and the meeting was properly noticed under Wisconsin Open Meeting Law.

**Approve Agenda:** (Ruyle, Hall) Motion to approve the agenda; passed by voice.

**Approve Minutes:** (Gjovik, Ruyle) Motion to approve minutes from 01.31.17; passed by voice.

**Approval of Monthly Expenditures:** (Gjovik, Ard) Motion to approve the monthly bills; passed by voice.

**Director's Report:**

- Facility issues include heating unit repair and rust in the pipes. Both issues were reported and fixed.
- City has hired a new temporary custodian

**Personnel Update/Circ Assistant job description:** (Ard, Ruyl) Motion to approve circulation assistant job description; passed by voice.

**Community Commons/Master Plan update:** Hennings provided latest copy of the master plan. The latest version was approved by the council on February 27 and will go the School Board for approval in March.

**Statement Concerning Public Library System Effectiveness:** (Ard, Ruyle) Motion to report to the Department of Public Instruction that Indianhead Federated Library System did provide effective leadership and adequately met the needs of the library in 2016; passed by voice.

**Set date for next meeting:** March 28<sup>th</sup> at 5:00 p.m, and 4:30 going forward.

**Communications:** None

**Adjourn:** (Gjovik, Hall) moved to adjourn 7:00 p.m.; passed by voice.