

**Minutes of the  
Meeting of the Chippewa Falls Public Library Board of Trustees  
January 13, 2016**

**1. Call to Order**

Meeting was called to order by Board President Barb Rasmus at 5:00 p.m.

**2. Roll Call of Members**

Members Present: Ambelang, Hoekstra, Hull, Jones, Rasmus, Russell

Member Absent: King

Others Present: Director Joe Niese; Confidential Administrative Assistant Deb Braden

**3. Approval of Agenda**

Motion by Hoekstra seconded by Ambelang to approve the agenda All present Voting Aye. Motion carried.

**4. Introduction of New Children's Assistant – Jenna Gilles-Turner**

Jenna Gilles-Turner was introduced as the new Children's Assistant. She informed the Board of Trustees about her background and told about what her duties at the Library entailed. She is very happy to be working at the Chippewa Falls Public Library.

**5. Disposition of the minutes of the regular meeting of December 9, 2015.**

Motion by Hoekstra seconded by Jones to approve the minutes of the regular meeting with correction in the minutes of December 9, 2015. All present Voting Aye. Motion carried.

**6. Disposition of the vouchers to be paid from the 2015 budget after January 19, 2016.**

Motion made by Russell seconded by Hull to approve payment of the vouchers to be paid from the 2015 budget after January 19, 2016. Roll Call Vote taken. Aye – Ambelang, Hoekstra, Hull, Jones, Rasmus, Russell. All present Voting Aye. Motion carried.

**7. Disposition of the vouchers to be paid from the 2016 budget after January 19, 2016.**

Motion made by Hoekstra, seconded by Russell to approve payment of the vouchers to be paid from the 2016 budget after January 19, 2016. Roll Call Vote taken, Aye-Ambelang, Hoekstra, Hull, Jones, Rasmus, Russell. All present Voting Aye. Motion carried.

**8. Public appearances by citizens.**

None

**9. Correspondence**

A thank you from Chi-Hi Flags 4 the Fallen for donation of scrap metal. Thank you from the Chippewa Valley Book Festival for participating in the Chippewa Valley Book Festival. Numerous Christmas cards from vendors and others.

**10. Management report**

Director Niese presented the Management Report. He talked about highlights from the report. He talked about the large turnout for the Family Noon Year's Eve party with 98 participants. The staff continues to work on the mini golf fundraiser set for February. Name tags are being ordered for all the staff. They will be silver with the first name only. Joe has been named the Chair of the MORE Director's Council and Executive Committee. Friends of the Library Book Sale is set up and will be held on Thursday and Friday January 14<sup>th</sup> and 15<sup>th</sup>. Tech Tuesday will continue in February for interested patrons.

## **11. Committee reports**

a) None

## **12. Current Business**

### **a) 2015 salary increases**

The City has approved their budget for a 1% salary increase. Motion to approve a 1% increase for all Library Employees with the exception of the Director, Pages and Admin Asst made by Hoekstra, seconded by Ambelang. All present Voting Aye. Motion carried.

### **b) Schedule Long Range Planning Committee Meeting**

A meeting was scheduled for Wednesday, January 20<sup>th</sup> at the City Hall at 5:00 p.m.

### **c) Community Foundation**

Joe was contacted by the Community Foundation about the availability of about \$1,400 for the Library to use. Motion made by Hoekstra, seconded by Jones to rollover the money into the Endowed Pool. All present Voting Aye. Motion carried.

### **d) Library Design Workshop**

Joe presented an opportunity to participate in a Library Design Workshop 4-week course that starts January 27<sup>th</sup>. It entails talking about Library renovations and new design projects. Cost of the webinar would be \$225 with the presentations being archived for later viewing. Motion made by Hoekstra, seconded by Ambelang to enroll in the Library Design Workshop. All present Voting Aye. Motion carried. Further discussion came to the conclusion that the Long Range Planning Committee Meeting scheduled for next week be postponed until after the Library Design Workshop has concluded. All in attendance in agreement with postponing the January 20<sup>th</sup> meeting.

## **13. Announcements**

### **a) Name Tags**

Name tags will be ordered this week.

## **14. Items for future consideration.**

a) Long Range Planning Committee

## **15. Adjournment**

Motion made by Russell second by Hoekstra to adjourn. All present voting Aye. Motion carried. Meeting adjourned at 5:30 p.m.

Respectfully Submitted,  
Deb Braden, Confidential Administrative Assistant