

**Minutes of the  
Meeting of the Chippewa Falls Public Library Board of Trustees  
May 11, 2016**

**1. Call to Order**

Meeting was called to order by Board President Barb Rasmus at 5:01 p.m.

**2. Roll Call of Members**

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

Member Absent: Russell

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

**3. Approval of Agenda**

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

**4. Closed Session under WI Statutes 19.85(1) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." to:**

**a) Employee Request**

**b) Rate change for job duty**

Motion made by King, seconded by Hoekstra to go into closed session under Wi Statutes 19.85(1) " Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to talk about employee request and rate change for job duty with only Board of Trustees and Director present. Roll call vote taken. Ambelang, Hoekstra, Hull, Jones, King, Rasmus all Voting Aye. Motion carried. Meeting went into closed session at 5:02 p.m.

**5. Return to Open Session**

Motion made by Hoekstra, seconded by King to return to open session. All present Voting Aye. Motion carried. Time 5:39 p.m.

**6. Disposition of the minutes of the regular meeting of April 13, 2016.**

Motion by King seconded by Jones to approve the minutes of the regular meeting of April 13, 2016 with corrections. All present Voting Aye. Motion carried.

**7. Disposition of the vouchers to be paid from the 2016 budget after May 17, 2016.**

Motion made by Ambelang seconded by King to approve payment of the vouchers to be paid from the 2016 budget after May 17, 2016. Roll Call Vote taken. Aye – Ambelang, Hoekstra, Hull, Jones, King, Rasmus. All present Voting Aye. Motion carried.

**8. Public appearances by citizens.**

None

**9. Correspondence**

Received a Thank You from the Chippewa Chamber for participating with the summer travel and tourism season kickoff in which the Library set up a mini golf course on the sidewalk. A Thank you from a patron who experienced a medical emergency while at the Library.

## **10. Management report**

Director Niese presented the Management Report. He talked about highlights from the report. He talked about how the Antique event had 75 participants. The Weather Academy also was very successful with 89 participants. The Library staff continues to prepare for the Summer Reading program kicking off in June. The new A/C unit will be installed in June after being approved by the City.

## **11. Committee reports**

a) None

## **12. Current Business**

### **a) Strategic Long-Range Plan 2012-2017**

Discussion of holding off on working on the Strategic Long-Range Plan until July when we have everyone on board. Discussion also about talking to City Engineer about possible changes to the structure of the Library.

### **b) New Job Description for Clerk I position**

A new job description for the Clerk I position was reviewed. Motion was made by Hoekstra seconded by Ambelang to accept the job description for Clerk I position. All present Voting Aye. Motion carried.

### **c) Using Law Enforcement Policy**

This policy is already covered, no action needed.

## **13. Announcements**

a) None

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

a) Request from technical support department.

b)

## **15. Adjournment**

Motion made to adjourn by Jones, seconded by Ambelang. All present Voting Aye. Motion carried. Meeting adjourned at 5:53 p.m.

Respectfully Submitted,  
Deb Braden, Confidential Administrative Assistant