

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN

REGULAR MEETING of the FONTANA PUBLIC LIBRARY BOARD

(OFFICIAL MINUTES)

Wednesday, June 29, 2016 @ 10:00 AM

Board President Genie Murphy called the regular monthly meeting of the Library Board to order at 10:02 am in the Board Room of the Fontana Public Library, 166 2nd Avenue, Fontana-on-Geneva Lake, Wisconsin.

Board Members Present:

(Roll Call) Board President Genie Murphy, Ann Catlow, Dolly Schneidwind, Mary Ann Pearce, Mary Kay Frazier, Cindy Wilson, Village Board Liaison Tom Whowell & Library Board Secretary Joseph McHugh.

Board Members Absent:

None

Also Present:

Library Director Walter Burkhalter, Former Library Board President Carol Lobdell (Arrived at 11 AM)

Approval of the Agenda

The agenda was accepted without comments.

Secretary's Report/Approve (amend if necessary) minutes of May 18th, 2016

Catlow/Pearce 2nd made a MOTION to approve the minutes from the May 18th meeting of the Fontana Library Board and the MOTION carried without a negative vote.

Financial Report: Approve June 2016 Village and Gift Account Bills

Director Burkhalter presented the Village and Gift Account Bills and reviewed his recent conversations with Treasurer Vilona, as regards charges against the Library Budget, but noted that he had yet to receive a formal report from the Village. With respect to the recent carpet cleaning at the Library, and the request by the Board to receive a credit for any charges against the Library, Director Burkhalter noted that the Village had declined to pay the bill.

Schneidwind/Frazier 2nd made a MOTION to approve the 2016 Village and Gift Account Bills and the MOTION carried without a negative vote.

Financial Report: Accept May 2016 Daily Cash Report and June 2016 Gift Account Report

Director Burkhalter presented the Daily Cash Gift Account Reports for review and comment.

Schneidwind/Murphy 2nd made a MOTION to accept the May 2016 Daily Cash Report and the June 2016 Gift Account Report and the MOTION carried without a negative vote.

Director's Report

Director Burkhalter noted that the "Summer Reading" program was in full swing, and added that the Library has been noticeably busier. He offered that patron traffic skyrocketed the past week. Director Burkhalter informed the Board that he was going to volunteer at the upcoming Walworth County Farm Technology Days.

Village Announcements

Village Liaison Whowell explained that the Village had recently hired a new service provider for landscape maintenance services, Blackstone; the company that has had the contract in the past. He also updated the Board on recent changes in the Building and Zoning department.

Lakeshores Report

Director Burkhalter informed the Board that Kenosha Library is now part of the Share System. He added that they are now requesting such a large amount of materials through inter-library loan that they have their own bin on the truck. Director Burkhalter updated the Board on the status of the new computer purchase, and explained that it would be here by the end of the month.

Unfinished Business: Programs

Director Burkhalter distributed a new handout being used to publicize the new “passive” activities being offered by the Library this summer. He quickly reviewed several other upcoming programs, including a book signing by Judith Rolf coming up on June 23rd, and a book signing by local author Carolyn Smeltzer, who will be sharing her new book, “Camps of Geneva Lake.” Board Member McHugh offered that the Library should develop a formal policy for Book Signings, so that Director Burkhalter could more easily plan book signing events, and provide more consistency for the local authors, even if they may still require ultimate Board Approval. One suggestion was that Authors should be asked to provide a copy of their book for the Library, in exchange for the Library providing coffee and pastries for the event. Board Member Schneidwind offered that she was still working on a list of programming and class ideas, which would be discussed at a future meeting. She also updated the Board on the 911 Memorial Presentation, which is to be sponsored by the Fontana Library and hosted by Saint Benedicts Catholic Church. Board Member McHugh advised that he had already received confirmation from the local Boy Scout Troop that they would be involved, and he further offered to assist with the creation and dissemination of a Press Release. Board Member Schneidwind added that she was receiving support from both the Garden Club and the Open Arms Medical Clinic.

New Business: Staffing

Director Burkhalter informed the Board that Mrs. Breneisen had recently submitted her resignation. He offered that his largest concern is to find a new staff person who can commit to working at least two Saturday shifts per month. He explained that he is including the Saturday shift requirement into the Job Posting Announcement. The position would be part time, approximately 10 hours per week. Director Burkhalter offered that the last time he published for an open position, he had used the Walworth Times. Several Board Members suggested utilizing the Lake Geneva Regional News this time around. Former Library Board President Carol Lobdell arrived at this point in the meeting to discuss library staffing from a historical perspective.

Next Regular Meeting: July 20, 2016 @ 10:00 AM

Based on conflicts in the schedules of various Board Members, it was decided to move the July meeting to the 27th. It was further discussed that the August meeting would be the “Boat Meeting” out on Geneva Lake.

The next regular monthly meeting of the Fontana Public Library Board was scheduled for Wednesday, July 27, 2016 @ 10:00 am.

Adjourn

McHugh/Schneidwind 2nd made a MOTION to adjourn the meeting at 11:45 am and the MOTION carried without a negative vote.