

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN

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**REGULAR MEETING of the FONTANA PUBLIC LIBRARY BOARD**

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(OFFICIAL MINUTES)

**Wednesday, May 17, 2017 @ 11:00 AM**

Board President Genie Murphy called the regular monthly meeting of the Library Board to order at 11:00 am, in the Board Room of the Fontana Public Library, 166 2<sup>nd</sup> Avenue, Fontana-on-Geneva Lake, Wisconsin.

**Board Members Present:**

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

**Board Members Absent:**

Village Board Liaison Tom Whowell.

**Also Present:**

Library Director Walter Burkhalter.

**Approval of the Agenda**

The agenda was accepted without comments.

**Secretary's Report/Approve (amend if necessary) minutes of April 19<sup>th</sup>, 2017**

Schneidwind/Catlow 2<sup>nd</sup> made a MOTION to approve the minutes of the April 19<sup>th</sup>, 2017 meeting, and the MOTION carried without a negative vote.

**Financial Report: Approve May 2017 Village and Gift Account Bills**

Director Burkhalter introduced the Village Bills by noting that Ms. Julie Olson had been out of the office, but that she had prioritized our bills so that he would be able to have his financial reports ready for the meeting. In review of the financial reports, he noted several purchases of audio-book materials. Schneidwind/Catlow 2<sup>nd</sup> made a MOTION to approve the May 2017 Village and Gift Account Bills and the MOTION carried without a negative vote.

**Financial Report: Accept April 2017 Daily Cash Report and May 2017 Gift Account Report**

Director Burkhalter reviewed the monthly Cash and Gift Account reports. He highlighted the recent donations received in memory of former Library, Sue Koepsel. He also highlighted a recent donation from the Book Club.

Schneidwind/Catlow 2<sup>nd</sup> made a MOTION to approve the April 2017 Daily Cash Report and the May 2017 Gift Account Report and the MOTION carried without a negative vote.

**Director's Report**

Director Burkhalter covered plans to bring in some programming offered through AARP. One of the program options deals with the difficult questions people may need to address with elderly parents as regards when it is no longer safe to drive. There is also a Safe Driver Program that charges \$15 per person, which is typically attended by 8 to 10 people. All participants receive a Certificate which they can then use to get a discount on their automobile insurance. Director Burkhalter provided a quick synopsis

of his recent attendance at the WAPL Conference. He noted that he picked up several good ideas that he planned to incorporate locally. Director Burkhalter also announced that Youth Librarian Porep had recently been accepted to a 3-Day Youth Service Institute Certificate program. The program, which is run through the DPI (Department of Public Instruction) is scheduled for August 2017, and is held in Spooner, Wisconsin. The Board was unanimous in its praise and asked that Director Burkhalter determine if there was anything the Board could do to assist Ms. Porep in her pursuit of the Certificate.

### **Village Announcements**

No Discussion.

### **Lakeshores Report**

Director Burkhalter advised the Board that the new computers, which were purchased through Lakeshores, were scheduled to be set-up on the coming Friday.

### **Unfinished Business: Budget Adjustments**

Director Burkhalter reviewed the final Budget Adjustments for the coming fiscal year. McHugh/Pearce 2<sup>nd</sup> made a MOTION to approve salary increase option #3 as presented and the MOTION carried without negative vote.

### **Unfinished Business: Sue Koepsel Memorial**

Director Burkhalter explained that \$830 had been received to date in memory of former Librarian Sue Koepsel. The board discussed the best way to memorialize Ms. Koepsel, and it was decided that a new bench near the front entrance would be appropriate. Board Member Wilson offered that she would do some research and develop some bench options.

### **Unfinished Business: July 4<sup>th</sup> Weekend**

Director Burkhalter informed the Board that because July 4<sup>th</sup> is on a Tuesday, the plan is to maintain normal business hours on Monday, July 3<sup>rd</sup>.

### **New Business:**

The Board discussed the placement of an article on the local paper in order to publicize the newly upholstered furniture in the Library. Director Burkhalter offered that he would reach out to the Regional News and would supply them with photo #3, of the recent photos provided to the Library. Director Burkhalter also noted that the bench located outside the front entrance of the Library keeps getting blown over when there are high winds. He offered that he was going to reach out to the DPW to see about getting it set in concrete.

### **Next Regular Meeting: June 21, 2017 @ 11:00 AM**

Director Burkhalter noted that he would be out of town for a short period ahead of the next meeting, so he advised the Board that the meeting materials would be distributed the Monday ahead of the next meeting. The next regular monthly meeting of the Fontana Public Library Board was scheduled for Wednesday, June 21, 2017 @ 11:00 am.

### **Adjournment**

Schneidwind/Catlow 2<sup>nd</sup> made a MOTION to adjourn the meeting at 12:10 pm, and the MOTION carried without a negative vote.