

LENA PUBLIC LIBRARY BOARD
Minutes for Wednesday, March 9, 2016

- I. The meeting was called to order by V.P. St. Louis at 5:15 P.M.
 - a. Roll Call Members Present: St. Louis, Jagiello, J. Peterson, Patenuade, Dantine and Director Amy Peterson. Absent Excused: Honish, Graef and Sellen

- II. Consent Items
 - a. Motion by Dantine to approve Agenda and minutes from February Meeting, second by J. Peterson, motion passed
 - b. Approve Monthly Expenses for February – report not available in time for meeting

- III. Open Forum - none

- IV. Action Items
 - a. Motion by Dantine to approve the Circulation Policy as presented, second by Patenaude. Motion carried

- V. Director's Reports

A written statistical, financial, operations and administration and personnel report were provided to the Board. The library will have a staff meeting this Friday, March 11. Director Peterson reviewed highlights of February events at the library. The new can recycling pick up company is working out great. They pick-up and pay promptly. A small book sale is going on now til the end of the month. The library will be hosting a game day on March 28 when the kids are on a break from school. The library staff is planning and organizing for National Library week in April and Summer Reading Program in June and July. The library received a thank you card from the Lena High School Hi-Q team. We helped them get some books to prepare for their meets.

- VI. Discussion Items
 - a. Disc Repair – The library has signed up with a company to help repair our disc. We pay when we use the machine only. We do not pay for the equipment or chemicals. So far the machine has worked great. It is quicker to clean, easier to operate and requires less staff time to clean the discs. The library staff will continue to evaluate how well the product is cleaning the discs.
 - b. Monsanto Grant – Director Peterson shared a list of items that the staff has come up with to spend the grant monies on. The board discussed the list and agreed to with all the purchase on the list. The Board will leave it up to the library director and staff as to how this grant is spent. The check for the grant has not arrived yet.
 - c. Trustee Handbook (http://pld.dpi.wi.gov/pld_handbook)
 - i. Trustee Essentials 1 and 2 – Director Peterson went over the first 2 trustee essentials from the trustee handbook provided by WI DPI. A discussion followed.

- d. Joint Library Celebration - Director Peterson presented ideas to celebrate the library becoming a joint library. The Board had requested the event be held in the ceremony, possibly along with the summer reading program. The staff proposed having a short ceremony on either Sunday June 12 or 26. Then follow the ceremony with refreshments, snacks etc and a street dance with a DJ. The Board liked this idea and would like the staff to work in this direction.
 - e. Any items brought up before the Board - none
- VII. A motion to adjourn was made by Patenaude, seconded by Jagiello, motion passed. Meeting adjourned at 5:44 P.M.

Respectfully submitted,
Ceilia Dantine