

**BRIDGES LIBRARY SYSTEM BOARD MINUTES**  
**March 15, 2016**

PRESENT: Dick Nawrocki, Larry Nelson, Howard Pringle, Betty Scanlon, Jean Yeomans, Linda Ager, and Dwayne Morris

ABSENT: Jim Heinrich, Marion Onesti, Rose Sura, and John Rhiel

EX OFFICIO: Connie Meyer, Library System Director; Jennie Stoltz, Director Pewaukee Public Library, APL Representative; Grant Lynch, Director Waukesha Public Library, Resource Library

OTHERS: Meg Henke, Library System Administrative Specialist; Karen McNally, Town of Mukwonago citizen and Andrea Tritschler, reporter for the Mukwonago Chief

Dick Nawrocki, the Board President, called the meeting to order at 6:02 p.m. at the Pewaukee Public Library. Introductions of those in attendance were completed.

**COMMENTS FROM THE PUBLIC**

Karen McNally commended Connie Meyer for working hard to work assist the Mukwonago Community library through this difficult time of transition and change. The staff at Mukwonago is struggling and working hard under a very difficult situation. She is hopeful that the outcome surrounding the challenges will be positive and that the library, the staff and the community are able to move forward.

There was no correspondence.

An Ager/Scanlon motion to approve the minutes of the February meeting passed unanimously.

**FINANCIAL REPORT AND ACTION ON THE BILLS**

A Nelson/Pringle motion to approve payment of the bills passed unanimously.

A Yeomans/Scanlon motion to receive and file the financial report passed unanimously.

**REPORTS**

*APL Representative's Report:* Jennie Stoltz reported that APL met on 3/11. A Milwaukee County library cards discussion was held, in an effort to become more uniform in treating Milwaukee county card holders. Member libraries recognized each library board chooses to make its own decision regarding whether or not it will issue cards to Milwaukee County residents and what fee, if any, will be charged. Because Milwaukee county card holders can use the CAFÉ library card beyond the library that issued it, it was seen as important to have the capability for the automation system to deny service to Milwaukee County residents at a library if the library board decides not to provide services to Milwaukee County residents. Holds, regardless of residency of the patron, will still be transferred to all libraries as sharing resources

among libraries is a fundamental tenet of CAFÉ. The pending state wide system redesign project in the next 2-3 years may change the Milwaukee County situation. Legislation for the *Return of Library Materials* has passed and was signed into law by Governor Walker. This legislation is a modification which allows libraries to engage local law enforcement to collect unreturned materials with a value of \$50 or greater from patrons and/or the ability for a library to use a collection agency. Bridges has moved from Stablehost to a new website host, Pressidium. They have offered other member libraries to host under the master agreement. The new provider has more flexibility and better tools like auto updating features. Several libraries have or will be moving to the new provider.

*Resource Library Director's Report:* Grant Lynch reported on 2015 year end statistics. Records have been smashed this year; Overdrive questions are being fielded and e-books usage is up considerably. Summer reading registration is the highest it has been in 21 years. The reference desk answered 107,000 questions in 2015. Programs have increased from 640 to 825 and attendees are up from 29,000 to 44,000.

*Bridges Staff Report:* Meg Henke reported that the position for the new Bridges Database Librarian has been posted. All WCFLS member library State annual reports have been completed except for Mukwonago. Return of Library Materials Legislation was signed into law on February 29, 2016. WAPL conference will be held May 12-13, 2016 in Oshkosh. Speaker presentation planning is being finalized. Café training server will go thru an upgrade on 3/22/2016. Bridges website migration to Pressidium has been successfully completed. Board Roles and Responsibilities CE workshop was well attended in February. Four Points Library Memory Project kickoff at New Berlin in February. The 2015 Library Services and Technology Act (LSTA) grant final report for the installation of meeting room hearing loops partially funded (80%) the installation of meeting room hearing loops in six library locations including: Brookfield, Delafield, Muskego, Oconomowoc, Pewaukee and Waukesha. The libraries, through fundraising or budget allocations, funded the remaining 20% to have their meeting room looped. We started working with the UW-Milwaukee App Brewery on Phase II of the 1000 Books before Kindergarten App. This phase will include a new cloud storage solution, new features and the ability to add other library systems in the state. Each library system that participates is providing a one-time fee of \$850 plus a \$100 yearly maintenance fee.

*Bridges Director's Report:* Connie Meyer reported that she has been spending a significant amount of time on the Mukwonago situation, assisting where she is able. The Library Director has left, the board President and Vice President have resigned. A special meeting was called by the Board Secretary on 3/14. Currently the Mukwonago Library Board has two (2) county appointed vacancies and two (2) vacancies from the village. Waukesha County will appoint one new library board member at the March 22, 2016 Waukesha County Board Meeting and another at a future board meeting. Mukwonago Library Board consists of seven (7) village appointees and four (4) Waukesha county appointees for eleven (11) total members.

## **BUSINESS**

*Library System 2015 State Annual Report:* Connie presented the filed copy of the 2015 Public Library System Annual Report (PI-2404) to the board for Waukesha County Federated Library System. 2016 we will file under our new name Bridges Library System including our twenty four (24) combined member libraries. Morris/Scanlon motion to approve the Waukesha County Federated Library System 2015 state annual report passed unanimously.

*Non-Compliance of Mukwonago Community Library and Pauline Haass Public Library:* Kathy Klager, Director of the Pauline Haass Public Library, submitted documentation to Connie Meyer about their non-compliance due to the pending litigation. In 1/1/2015 PHPL became an independent library after the end of a 25 year joint agreement with the Town of Lisbon. The litigation process is moving slowly. Waukesha County Corporation counsel recommends the Board not take any action against this library as they are addressing the issue through the court system. This information has been included in their report to the DPI. Should the DPI not concur with the decision they will come back to Bridges and the Board to work together to determine the appropriate measures or sanctions. A Yeomans/Ager motion to take no action regarding the Pauline Haass Public Library non-compliance issues was approved unanimously.

Mukwonago Community Library has been struggling since fall of 2015. They have three (3) areas of non-compliance: 1) They are currently operating without a Director with the required public librarian certification from the Department of Public Instruction. Ann Lininger has resigned; 2) The 2015 state annual report is overdue. The report was approved by Mukwonago Community Library Board but Connie Meyer was unable to accept their submission based on data represented in the report; and 3) The Mukwonago Community Library has had a process for paying invoices that does not comply with Wisconsin State Statute 43.58(1) in that there was not sufficient information presented to the library board to properly authorize all expenditures; Bridges Library System is required by Wisconsin Statute to develop a plan to bring the library back into compliance. The compliance plan is as follows: 1) March 18, 2016 – The library board will provide access to necessary financial documents to the Bridges System Director so she can attempt to answer the outstanding questions on the library's annual report in an expeditious manner. 2) March 31, 2016 – The library board reviews its bill paying procedures and implements a process that provides proper documentation in accordance with ss.43.58 (2) (a) that says, in part: *The library board shall audit and approve all expenditures of the public library and forward the bills or vouchers covering the expenditures, setting forth the name of each claimant or payee, the amount of each expenditure, and the purpose for which it was expended to the appropriate municipality or county financial officer....* 3) April 15, 2016 – The library board has appointed an interim director with the required public librarian certification.

A Nelson/Morris motion to support and approve the compliance plan outlined by the Bridges Library System President, Dick Nawrocki, in response to the Mukwonago Community Library was approved unanimously.

*Waukesha County Library Planning Committee (Act 150):* The Jefferson County plan was updated in fall of 2015, just before joining WCFLS. The Waukesha County plan must be updated in 2016, per DPI, due to border changes. Connie has talked with Corporation counsel regarding the appointment of a county library planning committee. He recommends that the county board adopt a resolution to authorize the planning committee to do the work. To ensure that broad stakeholder representation is made the committee would include 17 members—comprised of at least 3 people from non-librariied areas and 3 officials form area municipalities as well as library trustees and library directors. These appointments are made by the Waukesha County Board Chair.

*Bridges Library System Bylaws:* We need to make updates to due changes related to our new name, new structure and Board member changes. A draft was submitted to Bridges Library System Board for review. This will be an action item for a vote at the April 2016 meeting.

Next meeting: **Monday, April 18, 2016 at the Pewaukee Public library.**

A Yeoman/Ager motioned to adjourn at 7:45 p.m. and the motion passed unanimously.

Minutes prepared by:

Meg Henke  
Administrative Specialist

Respectfully Submitted:

John Rhiel  
Board Secretary