

**Bridges Library System Board Meeting Minutes
December 18, 2017**

PRESENT: Dick Nawrocki, Howard Pringle, Marion Onesti, Betty Scanlon, Larry Nelson, Linda Ager, Rose Sura, John Rhiel, Jim Heinrich, Dwayne Morris, Jean Yeomans

EX OFFICIO: Connie Meyer, Bridges Library System Director; Betsy Bleck, APL representative and Director of the Oconomowoc Public Library and Bruce Gay, Resource Library Representative and Director of the Waukesha Public Library

OTHERS: Meg Henke, Bridges Library System Administrative Specialist

Call to order: Dick Nawrocki, the Board President, called the meeting to order at 6:00 p.m. at the Bridges Library System office.

Comments for the Public: There were no comments from the public.

Correspondence: Meg Henke noted that included in the trustee's meeting folder was correspondence dated November 30, 2017 from Tony Evers, PhD, State Superintendent notifying us of the approval of our 2018 annual system plan. Additionally, the letter acknowledged that the initial state aid payment funding transfer for \$942,950 has been initiated.

Meeting Minutes: A Jim Heinrich/Betty Scanlon motion to approve the minutes as submitted for the November 2017 meeting passed unanimously.

ACTION ON THE BILLS AND FINANCIAL REPORT

Bills Report: A Howard Pringle/Marion Onesti motion to approve the monthly invoices as submitted for the December 2017 bill list passed unanimously.

Financial Report: All funds are on target to finish year-end 2017 within budget. A Jim Heinrich/Jean Yeomans motion to accept the month end financial report for the November 2017 passed unanimously.

REPORTS

APL: Betsy Bleck reported the APL met on 12/15. She further reported that the feedback received about both databases had an overwhelming majority that leaned in favor of Reference USA as opposed to a comparable product. The APL voted to recommend moving forward with a two-year Reference USA agreement. Other topics discussed were how various libraries carry out their annual performance review process and documentation. Laurie Freund inquired with the group about participation in the 2018 ARSL Conference and securing a bus to carpool for the event. No decision was made on that topic. Many Bridges Library System librarians are very actively engaged in PLSR workgroups and committees and stressed that now is the time to ask questions and raise concerns. Toastmasters made a presentation on 12/16 to librarians. Further exploration will be done; it requires a high level of commitment to form a group (meeting 2 times monthly). A discussion about having a 'spin off' into an unofficial Toastmasters group to build public speaking and leadership skills was entertained. JobNow

database was discussed and not recommended for continuance in 2018. Further investigation for partnerships or alternative applications will take place to support workforce development efforts.

Resource Library Report: Bruce Gay introduced himself to the Board and shared his credentials as the former Milwaukee County Federated Library System Director, and previous experience at Librarian at Milwaukee Public Library and Watertown Public Library. He reported that Waukesha Public Library has ordered replacement UPS batteries. The existing ones did not work properly during the outage on November 7th. Bruce also reported that they will be training more librarians to provide OverDrive support which is part of the resource library agreement with the Bridges Library System.

Bridges Staff Report: Meg Henke reported on the network bandwidth upgrades. Taylor Consulting Services were engaged to verify that issues were not on our side. Sussex and Palmyra will undergo their upgrade in January. Big Bend and Eagle are complete.

Bridges Director's Report: Connie Meyer reported that the TEACH bandwidth upgrade with AT&T is still not going well. She will be writing a letter of complaint to TEACH. The vendor comes unprepared and there have been many failed attempts to upgrade. Jim Heinrich recommended that she include Mellanie Mercier's time and mileage cost in addition to the Taylor Computing Services costs incurred from the vendor unpreparedness. Dwayne Morris further recommended the letter also be sent to DPI and AT&T so all are formally notified of the numerous vendor issues and extra Library System expenditures required to make this happen. All staff evaluations are completed. The new legislation for TEACH and WISEData/Dash funds to be used for both public libraries is moving forward through the legislative process. Kathy Klager and Connie Meyer will testify in front of the Wisconsin State Senate on December 19th in support of this legislation. Connie commented that the Wisconsin Counties Association presentation on December 15th went well. It was an informational presentation to educate Wisconsin elected officials at the county level. Many great questions came from the presentation. At the meeting, Waukesha County Board Chairman Paul Decker talked about the importance of 'regionalization' to collaborate and to look for win-win opportunities in the collaborative process. The March 2018 edition of Wisconsin Counties Association (WCA) magazine will feature libraries. Larry Nelson recommended approaching WCA in spring or early summer 2018 for any proposed agenda items for their annual conference.

DISCUSSION/ACTION ITEMS

Adopt Resolutions: Connie Meyer read proposed resolutions honoring Marion Onesti for her dedicated service from 2010 to 2017, Betty Scanlon for her dedicated service from 2014 to 2017, and John Rhiel for his dedicated service from 2016 to 2017. A Larry Nelson/Dwayne Morris motion to pass a resolution to honor Trustees Marion Onesti, John Rhiel and Betty Scanlon for their time and dedication in support of the mission of Bridges Library System passed unanimously.

Appoint 2018 Nominating Committee: Members Dick Nawrocki, Linda Ager and Jean Yeomans were identified to be members of the nominating committee. A Dick Nawrocki/Dwayne Morris motion was made to approve the committee passed unanimously.

2018 Bridges Library System Board schedule: A review of the draft was made to ensure that no conflicts existed with Waukesha County Board meetings. Jim Heinrich and Larry Nelson noted a potential conflict for the April 17th meeting related to Waukesha County Supervisor commitments. A recommendation

was made by Jim Heinrich to move the meeting to Monday, April 16, 2018. The location will be confirmed at the January 2018 Board meeting. A Larry Nelson/Jim Heinrich motion to accept the 2018 Bridges Library System Board meeting schedule with the revised April meeting date passed unanimously.

Next meeting: **Tuesday, January 16, 2018 at 6:00 p.m.** at the **Bridges Library System office.**

At 7:15 p.m. a Betty Scanlon/Jean Yeomans motion to adjourn passed unanimously.

Minutes prepared by:

Meg Henke
Administrative Specialist

Respectfully Submitted:

John Rhiel
Board Secretary