

**Bridges Library System Board Meeting Minutes**  
**June 20, 2017**

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

ABSENT: Jean Yeomans, Rose Sura

EX OFFICIO: Connie Meyer, Library System Director, John Klima, Interim Director Waukesha Public Library, Resource Library Representative, Betsy Bleck, Director Oconomowoc Public Library/APL Representative; Kelli Mountford, Director Karl Junginger Public Library in Waterloo

OTHERS: Meg Henke, Library System Administrative Specialist

Dick Nawrocki, the Board President, called the meeting to order at 6:00 p.m. at the L. D. Fargo Public Library in Lake Mills.

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

Correspondence: Meg Henke commented that included in their board folder is a Save the Date notice for the 2017 Bridges Library System Trustee Dinner on September 27. Also the annual Wisconsin library trustee training week is August 21-25 ([www.wistrusteetraining.com](http://www.wistrusteetraining.com)). A brochure about registering and participating in free webinars was shared included.

Meeting Minutes: A Morris/Onesti motion to approve the minutes as submitted for the May 2017 meeting passed unanimously.

**ACTION ON THE BILLS AND FINANCIAL REPORT**

*Bills Report:* A Heinrich/Scanlon motion to approve the monthly invoices as submitted for the June 2017 bill list passed unanimously.

*Financial Report:* A Heinrich/Pringle motion to accept the month end financial report for May 2017 passed unanimously.

**REPORTS**

*APL Representative's Report:* Betsy Bleck reported Connie is currently working through the process of preparing the 2018 budget plan and presented a spreadsheet with draft numbers for each library to see the forecasted costs for their library for shares of services of databases, Flipster, Gales courses, movie licensing, and the Advantage program. Further discussion was held about database prioritization for ongoing subscriptions and a potential use of reserve funds for an ADA accessibility study in 2018. Additionally, a discussion was held about the Library

Improvement & Innovation Grant. Each library has the option to either take the grant option or opt out of it and have an amount credited to their shared database costs. Another PLSR virtual Q&A session was held on 6/20 where members from the PLSR steering committee are talking about the three recently formed subcommittees: Human Resources, Funding/Costs, and Events.

*Resource Library Report:* John Klima reported that Fox 6 news is doing an investigative report on the new sorting machine at the Waukesha Public Library Board. The implementation was designed for a phased in approach and the plans are progressing. Bradbury Miller consulting has developed the job posting for the nationwide Executive Director search. The posting will be active and applications will be accepted thru August 6, 2017. All candidate documents will be sent to the search committee and pre-screening interviews (by consultants) will be completed by August 8. The pool of candidates will be submitted and 6-8 semi-finalists will be selected on August 17 by the HR committee and consultants. Semi-finalist interviews will be conducted August 28 and 29 via Skype. Final interviews (2-4 candidates) will take place at Waukesha Public Library on September 14 and 15. The target completion for offer and negotiations is September 22. The goal is to have the new Executive Director begin on or before November 1, 2017.

*Bridges Staff Report:* Meg Henke reported the VOIP (Voice Over Internet Protocol) phone system installation is complete.

*Bridges Director's Report:* Connie Meyer stated that Waukesha County's new library standards voting is complete. Of the 16 Waukesha County libraries, 15 library boards voted yes to the new standards and Big Bend's library board voted no. This vote meets the statutory threshold for library approvals needed to adopt new standards. On July 25<sup>th</sup> the County Board will meet at 7:00 p.m. to vote on the plan adoption and ordinance. Trustees are encouraged to attend the meeting to show their support. The PLSR Steering Committee has sent a survey to the System Directors for completion. Additional information about the PLSR project may be found at [www.PLSR.info](http://www.PLSR.info).

## **DISCUSSION/ACTION ITEMS**

*Youth Services Program Presenter Agreement:* The contract for Sharon Grover, Youth services library consultant, for a 2.5 hour program on the topic of Youth Media Awards and Your Library Collection was reviewed. A Morris/Heinrich motion to approve the agreement as submitted for the program passed unanimously.

*Review of Bridges Library System Strategic Plan:* Connie Meyer reviewed the status of the current plan, discussing the items that had been accomplished as well as what still needed effort. The current plan is effective thru December 2017. Looking ahead, a new or revised plan is needed. Re-surveying would be a first step to determine new needs, issues and requests. There was discussion and general consensus that doing the next plan in-house would be

possible given the framework that is already in place. A Pringle/Scanlon motion to accept the updates to the strategic plan as submitted passed unanimously.

Next meeting: **Tuesday, July 18, 2017 at 6:00 p.m.** at the **Oconomowoc Public Library.**

At 7:55 p.m. a Scanlon/Pringle motion to adjourn passed unanimously.

Minutes prepared by:

Meg Henke  
Administrative Specialist

Respectfully Submitted:

John Rhiel  
Board Secretary