



beloit public library

Beloit Public Library Board of Trustees

Wednesday, May 16, 2018

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – President Diane Lichtenstein called the meeting to order at 4:03 PM. Members present: Diane Lichtenstein, John Watrous, Martin Densch, David Sowl, Maribeth Miller, Clinton Anderson (4:07), and Shelly Cronin (non-voting). Members Absent: Lisa Berrones and Angela Moore. Also present: Library Director Nick Dimassis and Library Management Team – Jennifer Laatz, Michael DeVries, Jeni Schomber, Wyatt Ditzler, and Amy Mitchell.
2. Approval of the Consent Agenda - David Sowl moved to approve the consent agenda consisting of the April 18, 2018 Library Board minutes, April 17, 2018 Personnel Committee minutes, April 25, 2018 Personnel Committee minutes , and May 2, 2018 Special Library Board minutes. John Watrous seconded the motion. **Motion Carried (5-0).**
3. Public comment – None.
4. Discussion – Roles & Responsibilities – Shelly Cronin presented a draft of a Sunshine Committee Policy for the board. Discussion took place in regards to how the board would be informed of events in staff lives, as well as how to respond and what type of recognition would be given. The board discussed revising the form for the evaluation of the library director. The board also discussed a committee for reviewing policies 3 or 4 at a time. This also falls under Jeni Schomber through the staff development.
5. Library Director Report – Nick Dimassis prepared a written Library Director’s Report detailing the report. No additional comments to add.
6. Reports –
 - a. Foundation – The board hired a consultant to better define the roles and responsibilities as they intend to bring on new members to complement the existing board. Next meeting is June 13, 2018.
 - b. FABL – FABL held their annual meeting on May 15th. Officers elected are: President – Margie Bertholomey, Vice President – Sarah Smith, Secretary – Karen Arft, and Treasurer – Pat Blum. Next meeting is July 11 2018.
 - c. Arrowhead Library System (ALS) – Maribeth Miller reported that the Arrowhead Library System is discussions to purchase another learning software package called Lynda.com.
 - d. Budget Committee – No report.

Beloit Public Library Board of Trustees
May 16, 2018, Approved June 20, 2018

“Making a great city even greater”

- e. Strategic Plan Committee – John Watrous reported that the committee discussed the mission statement and core values but did not reach a resolution. Next meeting is June 20, 2018.
 - f. Personnel Committee – The committee met and approved to present 3 department head job descriptions at a special meeting of the library board for approval.
 - g. Blender Café – The Blender has stabilized operations but need to be increasing revenues. This project is both a business and program. We are working with local groups that can support with the educational programming.
7. Action Items:
- a. Envisionware purchase using restricted technology funds – Wyatt Ditzler presented a proposal to purchase Envisionware software and hardware to replace both the current computer reservation software, CASSIE and the current self-check hardware and software, 3M. The proposal also includes the addition of mobile printing capabilities. Maribeth Miller moved to approve the proposals as presented. Martin Densch seconded the motion. **Motion Carried (6-0).**
 - b. Monthly financial report and approval of library and café bills – Martin Densch moved to approve the payment of the bills on the library warrant in the amount of \$32,598.46 for the library and \$6,248.57 for the Blender and the recurring expenses of \$139,604.28 for the library and \$11,153.96 for the Blender. Maribeth Miller seconded the motion. **Motion Carried (6-0).**
8. Trustee Comments – None.
9. Motion to adjourn – David Sowl moved to adjourn the meeting. Maribeth Miller seconded the motion. Meeting adjourned at 5:43 PM.

Next meeting: Wednesday, June 20, 2018

Submitted by:
Jennifer Laatz, Business Manager