



beloit public library

Beloit Public Library Board of Trustees

Monday, November 19, 2018

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – President Marty Densch called the meeting to order at 4:03 PM.
Members present: Martin Densch, Clinton Anderson, Diane Lichtenstein, Nora Gard, David Sowl, and John Watrous. Members Absent: Angela Moore, Maribeth Miller, and Lisa Berrones. Also present: Library Director Nick Dimassis and Library Leadership Team – Jennifer Laatz, Jeni Schomber, Wyatt Ditzler, Kristi Helmkamp, and Amy Mitchell.
2. Approval of Consent Agenda – Diane Lichtenstein moved to approve the Consent Agenda consisting of the October 17, 2018 Library Board minutes, November 6, 2018 Strategic Plan Committee minutes, November 7, 2018 Budget Committee minutes, and November 12, 2018 Personnel Committee minutes. Nora Gard seconded the motion. **Motion Carried (6-0).**
3. Public Comment – None.
4. Library Director Report – Nick Dimassis prepared a written Library Director’s Report detailing the report.
5. Reports –
 - a. Foundation – Diane Lichtenstein reported that the Foundation elected new officers. Ken Forbeck is President, John Winkelmann is Vice President, and Steve Vavrus is Treasurer. The secretary position remains vacant. The board approved the 2019 funding requests as presented by the Library Leadership Team. Next meeting is December 12, 2018.
 - b. FABL – Jennifer Laatz reported that the Library Leadership Team presented the 2019 funding requests. FABL will vote on the requests at the next meeting. Next meeting is January 9, 2019.
 - c. Arrowhead Library System (ALS) – Neither Nick nor Maribeth were able to attend the November meeting.
 - d. Budget Committee – Nick and Jennifer presented the 2019 Library and Blender budgets for discussion. Budget committee approved presenting to the board for approval.
 - e. Strategic Plan Committee – The committee met to discuss the implementation plan as presented by staff. The committee will meet quarterly to discuss the progress of the plan.

- f. Personnel Committee – Personnel committee met with the Leadership Team to discuss the revisions to the Leadership Team job descriptions. Committee approved presenting to the board for approval.
 - g. Blender Café – Nick Dimassis reported that this month we are seeing the savings from the management changes. This was one of our better month’s to date but we will continue to watch the income and expenses as we continue operations. Nick is working with various organizations regarding the future of the Blender Café.
 - h. Data Driven Library Report – Marty Densch reported that he and Maribeth Miller went the Trustee Appreciation Dinner in Lake Geneva and the presentation was on the Data Driven Library.
6. Action Items:
- a. Job Descriptions – The Personnel Committee reviewed changes to the presented job descriptions and is recommending them for approval. Nora Gard moved to approve the following job descriptions as presented: Head of Library Services, Head of Library Resources, Head of Programming and Partnerships, IT Manager, Business Manager, Outreach and Communications Coordinator, and Library Director. Diane Lichtenstein seconded the motion. **Motion Carried (6-0).**
 - b. 2019 Library and Blender Budget – The Budget Committee reviewed the 2019 Library and Blender Café budgets and recommend them for approval. Nora Gard moved to approve the 2019 Library Budget and the 2019 Blender Café Budget as presented and recommended by the Budget Committee. David Sowl seconded the motion. **Motion Carried (6-0).**
 - c. 2019 Authorization for Payroll and Recurring Expenses – John Watrous moved to approve the 2019 Authorization for Payroll and Recurring Expenses. David Sowl seconded the motion. **Motion Carried (6-0).**
 - d. 2019 Holiday Schedule – Diane Lichtenstein moved to approve the 2019 Holiday Schedule as presented. David Sowl seconded the motion. **Motion Carried (6-0).**
 - e. Monthly financial report and approval of library and café bills – David Sowl moved to approve the payment of the bills on the warrant in the amount of \$50,374.35 for the library, and \$4,305.73 for the Blender and the recurring expenses of \$128,503.35 for the library and \$4,863.81 for the Blender. John Watrous seconded the motion. **Motion Carried (6-0).**
7. Trustee Comments –
- Diane Lichtenstein wants to be sure that the board doesn’t lose sight of patron’s thoughts and feelings regarding the children’s area.
8. Motion to Adjourn – David Sowl moved to adjourn. Martin Densch seconded the motion. Meeting adjourned at 5:24 pm.

Next meeting: Wednesday, December 19, 2018

Submitted by:
Jennifer Laatz, Business Manager

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November 19, 2018, Approved December 19, 2018

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