

DRAFT

**Minutes of the  
Mid-Wisconsin Federated Library System  
Board of Trustees Meeting  
Tuesday, May 25, 2010**

The regular meeting of the MWFLS Board of Trustees was called to order at 6:03 p.m. at Mid-WI Federated Library System, 112 Clinton Street, Horicon, Wisconsin. Rev. Allan Kranz presiding. Rev. Kranz welcomed Trustees, Staff, and Librarians.

**ROLL CALL**

**MEMBERS PRESENT:** Deborah Bissonnette, Jane Colwin, Polly Edgar, Helen Heinrich, Allan Kranz, MaryAnn Miller, Gary Morgenstern, Dwayne Morris, Janet Negus, Judith Schaar, Beverly Schroeder, Juanita Schultz, Dan Stoffel, and Alice Ventura

**MEMBERS ABSENT:**

**MEMBERS EXCUSED:** Ruth Schmitt

**OTHERS PRESENT:** Walter Burkhalter, MWFLS Director; Mike Gelhausen, Director of Hartford Public Library; Jackie Jacak, MWFLS Business Manager; Roberta Olson, Director of Germantown Public Library; Steve Platteter, MWFLS Automation Services Librarian; Jan Roou, Jefferson County Representative; Mrs. Kranz, guest.

**CORRESPONDENCE & APPEARANCES**

Handouts distributed to Board members included:

1. 6/15 Open Meetings Law flyer
2. 5/5/10 Resource Library Committee minutes
3. 5/13/10 Director's Council minutes

**MINUTES**

A motion was made by Helen Heinrich and seconded by Alice Ventura, to approve the April 27, 2010 minutes. Motion carried by voice vote, all in favor.

**FINANCIAL REPORTS**

A motion was made by Dan Stoffel and seconded by Dwayne Morris to approve payment of April Computer Checks in the amount of \$67,075.46, Manual Checks in the amount of \$497.38 and Director requested reimbursement of \$539.75 for a total of \$68,112.59. Motion carried by roll Call vote, all in favor.

A motion was made by Dan Stoffel and seconded by Mary Ann Miller that the MWFLS Board of Trustees accept and place on file the 2009 audit from Winter, Kloman, Moter, & Repp S.C.

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### **OPERATIONS REPORTS Director's Report**

- Bruce Olsen, Assistant Attorney General of Wisconsin Department of Justice will be coming to MWFLS headquarters June 15, 2010 to discuss Open Meetings Law. If you are interested in coming to this workshop please register with Jackie Jacak at 920-485-0833 or [jacakj@mwfls.org](mailto:jacakj@mwfls.org)

### **Resource Library Committee**

- Next Resource Library meeting is scheduled for August 11, 2010.

### **Director's Council**

- No further information

### **Personnel Committee**

- Had a meeting prior to the May System Board meeting. Discussed various job evaluation methods for the director. Next meeting will be in August to discuss the Director's job description update.

### **UNFINISHED BUSINESS**

#### **Review TE 3 Bylaws Organizing the Board for Effective Action & TE 4 Effective Board Meetings and Trustee Participation**

TE 3: Discusses bylaws

1. MWFLS will need to update their bylaws in the future.
2. The System Board can set limits on attendance; currently MWFLS attendance policy is if three or more meetings missed consecutively the trustee can be replaced. This is hard to enforce because the county is the appointing authority.

TE 4: Discusses Effective meetings and participation

1. Trustees should be going through their agendas prior to the board meeting.
2. Look at possible ways to streamline meetings.

### **Voting on Sale of Land**

It was moved by Deb Bissonnette and seconded by Juanita Schultz to authorize the System Director to notify the City of Horicon that we are not interested in selling the parcel of land. Motion carried by roll call vote 12 ayes; 1 nay; 1 abstain.

The Board felt it was in the System's best interest to hold onto the land.

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**NEW BUSINESS**  
**Technology and Resource Sharing Plan**

Walter reviewed that the Technology and Resource Sharing plan will be revisited in less than a year, and revised at that time. The State was requesting a plan to apply for E-rate.

It was moved by Dwayne Morris and seconded by Jane Colwin that the MWFLS Board of Trustees approve and accept the Technology and Resource Sharing Plan as provided in the May 25, 2010 System Board packet.

**ADOPT NEXT MEETING DATE & ADJOURNMENT**

Next meeting will be Tuesday, July 27, 2010 at 6:00p.m at Mid-WI Federated Library System, 112 Clinton Street, Horicon, Wisconsin.

Rev. Allan Kranz adjourned the meeting at 6:50 p.m.

Respectfully Submitted,  
Jackie Jacak, Recording Secretary