

## Rusk County Community Library Board Minutes

August 14, 2018

Present: Stan Schmit, Janet Platteter, Randy, Mark, Leah Fuse, and Hollis Helmecci

Meeting was called to order at 5:00 pm in the lower level of the library by Randy.

Motion was made by Mark and seconded by Janet Platteter to approve the July 10<sup>th</sup> minutes. Motion carried.

Review was made of the July financial statements. Motion to approve the financial statements for July was made by Stan Schmidt and seconded by Mark. Motion carried.

July-August invoices were reviewed. It was noted that the air conditioning system repair bill was \$7022.22. This has resulted in the lower level maintenance to be overspent. Motion to accept and pay the bills was made by Janet Platteter and seconded by Mark. Motion carried.

Discussion and review of the 2019 budget occurred. At this time it is incomplete due to no personnel costs have been added yet. It should be finished by September for review and approval.

Discussion of the Patron Record Retention Policy occurred. The recommendation by MORE is to delete patron records with expiration date 3+ years past, inactive dates 1+ year past, and owing less than \$5 in fines. MORE feels that our public libraries should not have fines because it will limit access to the public.

Hollis printed and shared the following materials with the board: Rusk County Community Library Board Policies, Rusk County Community Library Bylaws, Rusk County Library Plan, Indianhead Planning Overview, and the Wisconsin Public Library Standard 6<sup>th</sup> edition. Discussion of the 5 year Strategic Plan briefly occurred. These materials should help that process.

The Director's Report was presented by Hollis. National Night Out was very successful this year. In general, the youth services and activities are having very good participation by the public. That is very good for our Library and community!

Discussion of the 5 year Strategic Plan occurred. It was noted that September would be a good time to start working on 5 year Strategic Plan.

Invoice Reviewer for September: Colleen Peters

Meeting Adjourned at 6:00 pm. Next meeting will be Tuesday, September 11, 2018.

Respectfully submitted by,

Leah Fuse