

Watertown Regional Library Board
Minutes of the January 11, 2017
Regular Meeting
160 6th Street NE
Watertown, SD

Board President Weigel called the meeting to order at 5:115 p.m. Members present were: Anne Gabel, Jackie Baxter, Deb Shephard, Judy Trzynka and Dave Weigel. Absent: Bruce Buhler. Also present: Library Director Mike Mullin and Assistant Library Director Maria Gruener.

The minutes from the December 1, 2016, regular meeting were approved as submitted. Motion by Shephard and second by Trzynka. Motion passed.

The financial reports for December were accepted.

Trzynka made the motion and Baxter seconded that the expenditures for December be approved. Motion passed.

Correspondence: None

Report of the Library Director:

1. Planned days to close the Library in addition to the holidays that the City will be closed.
 - a. Veteran's Day, Saturday, November 11th. City will close on Friday, November 10th for the holiday, Library will be open.
 - b. Christmas Eve, Sunday, December 24th. We will also be closed on Christmas Day.
 - c. Easter, Sunday, April 16th. The City does not have this as a holiday.
2. Tree fundraiser results: 2014 - \$2,078; 2015 - \$1,792; 2016 - \$1,003
3. Mullin informed the Board that he is planning to retire on June 30, 2017. *There was some discussion about the process to be followed to hire a new Director. It was decided that the Board should have a special meeting in executive session with the City Human Resources person. Mullin is to work on scheduling that meeting using a Doodle poll.*

Committee reports: None

Old business:

1. Shephard asked for an update of the internet filtering project. Gabel reported that policies are being developed for the City as a whole and a separate policy being developed for the Library. Gruener reported that the City IT staff were testing the filter earlier today and that MSN.com was blocked for a patron using the wireless connection.

New business:

1. Baxter made the motion that the list of volunteers (attached) for 2017 be approved. Second by Trzynka. Motion passed.
2. A draft list of meeting dates (attached) was given to the members present. Discussion followed about what dates people already have commitments. It was agreed that the February meeting would have a quorum and that everyone should check their calendars and send Mullin an email with the dates that they have conflicts. He will compile them and propose changes at the February meeting.

Open:

1. Shephard said that she liked the video on the library Facebook page with the interview of Gruener.

Executive session: None

Meeting adjourned at 6:10 p.m.

Approved



David R. Weigel
Board President



Michael C. Mullin
Secretary

Written: January 12, 2017

NAME	PHONE	Time
Arlene Allwardt	882-8562	Friday 9-11
Carolyn Hoffman	882-2923	Wednesday 9-11
Colleen Lindberg	868-4412	Wednesday 1-3
Jan Mullin		When Needed
Ruth Schwandt	886-6375	Tuesday 8-10
Audrey Rhodes	886-6910	Monday 9-11
Carol Geiger	884-0030	Tuesday afternoons shelf reading

2017 Board Meetings		Thursdays @ 5:15pm
Month	Date	To Do Items
January	11*	Approve volunteers.
February	2	Appoint Budget Committee
March	2	Director's evaluation due.
April	6	Review All Policies .
May	4	Approve CIP and Personnel Budgets. Appoint Nominating Committee.
June	1	
July	6	Approve O & M Budgets
August	3	Review Board Bylaws .
September	7	Long range planning.
October	5	
November	2	
December	7	
*	Wednesday	