

**LESTER PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
March 11, 2014 6:00 PM  
Community Room of the Lester Public Library**

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**Call to Order** –President Patrick Gagnon called the meeting to order at 6:00 PM.

**Roll Call** – Members Present: Collette Tegen, Sharon Stone, Kirsten Miller, Robert Fay, Judy Stuebs, Ned Guyette, Patrick Gagnon, Rick Henrikson and Kay Koach. Absent and excused: Larry Thomas. Also Present: City Finance Director Dave Buss, Director of the Manitowoc Calumet Library System Becky Peterson, Youth Services Coordinator Terry Ehle, Adult Services Coordinator Chris Hamburg and Director Jeff Dawson.

**Guest (Board Education)** – City Finance Director Dave Buss gave an overview of the library financial reports, how best to interpret them and fielded questions from the Board.

**Guests** – Director of the Manitowoc Calumet Library System Becky Peterson and Youth Services Coordinator Terry Ehle shared the importance of the Reach Out and Read program to early literacy and Manitowoc County. Peterson and Ehle have written grants for a total of \$25,500.00 to date with plans for writing other grants.

**Public Comment** – None

**Approval of Minutes** – Motion to approve minutes of February 11, 2014 made by Stuebs, second made by Henrikson. Voice vote carried unanimously.]

**Expenditures & Financial Reports** – Motion to accept and file the February, 2014 financial reports – Detail Ledger, Balance Sheets, Revenue and Expense Details, SII financials, and Edward Jones financials made by Stone, second made by Guyette. Voice vote carried unanimously.

**Board Member Comment** – None

**Director’s Report** – Discussed library statistics, recent library legislation and the National Library Week promotion.

**Report from City Council Representative** – TRIAD is meeting at different community venues, next month’s meeting will be at the library, please consider membership. Do not hesitate to call if there are questions/concerns about city government.

**Report from School District Representative** – Keeping a close eye on the development of Bill 619 as it relates to common core standards in K-12 education.

**Report from County Representative** – Apologized for missing meetings due to County meeting conflicts. Shared that more counties are removing funding for juvenile centers to the detriment of communities in those counties, Manitowoc is one of those counties.

**Strategic Plan** – Dawson noted the new staff copy machine was purchased and successfully installed and Patricia Bassett is hard at work on the library’s new website.

**Unfinished Business:**

- None

**New Business:**

- Reviewed the updated organizational chart
- Reviewed the Bylaws of the Lester Public Library Board – membership language will be amended and brought to the next meeting for further review.
- Motion to split funds to balance the 2013 budget by 55% (\$56,232.00) from Edward Jones and 45% (\$46,008.00) from SII Investments, made by Guyette, second by Fay. Voice vote carried unanimously.
- President Gagnon described the annual library director review process slated for April's meeting.

**Closed Executive Session – None**

**Motion to adjourn** made by Henrickson, second made by Miller. Voice vote carried unanimously. Meeting adjourned at 7:29 PM.

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Respectfully submitted, Jeff Dawson, Director