



Minutes

1. Call to order

President Jefferson called the meeting to order at 10:08 a.m. Secretary Westhoff was physically present.

2. Roll call/Trustee requests to attend meeting via electronic means

Upon roll call, Trustees Boland, Brauer, Jefferson, Snyder, Vanderhoek, and Westhoff were physically present. Trustee Sherman arrived at 10:19 a.m. There was no request to attend the meeting via electronic means.

3. Introduction of visitors

Also in attendance were Interim Director Melissa Gardner, Finance Manager Regina Stapleton, Facilities Manager Greg Szczesny, Communications Manager Andrea Lublink, and Popular Materials Manager Kathy Burns

4. Public Comment

None

5. Long Range Planning Discussion

A. Survey Report

Communications Manager Lublink shared the results of the Community Survey conducted in September 2016. Board members and staff discussed how the results could be worked into the Long Range Plan

B. Capitol Reserve Study and Facilities Plan

Facilities Manager Szczesny presented a Facilities Plan with estimated annual costs through Fiscal Year 2026-2027. The plan included a breakdown of the major maintenance issues for each year.

Finance Manager Stapleton presented the capital reserves study and noted the Library currently doesn't have the budget to cover all the required

maintenance forecast in the Facilities Plan. The Board discussed funding options.

C. Long-term funding strategies

The Board discussed long-term funding strategies including a referendum and the best time to put one on the ballot. The Board agreed to continue to consult with Ehlers for financial planning and EveryLibrary to determine the best amount to seek in a referendum.

6. Review and revision of Long Range Plan document

As they began to review the Long Range Plan, Trustees discussed whether to change it to a shorter, more aspirational document or stick to the current format that is more of a checklist. Interim Director Gardner recommended that the Board wait until it appoints a new Library Director before deciding whether to reformat the document. The Board agreed to continue discussion of the Long Range Plan until sometime in 2018 when a new Director is in place. President Jefferson noted the current document is valid until June 30, 2018.

7. Unfinished business

None.

8. New business – for announcement, deliberations, and/or discussion only; no official action will be taken.


Trustee Snyder noted that if they decide to seek a referendum, Trustees must be able to discuss library funding with district taxpayers. President Jefferson said he would share a PowerPoint presentation used by a previous board that should help in that regard.

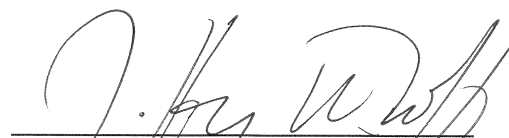
President Jefferson then thanked Library staff for attending the meeting on a Saturday morning.

9. Adjournment

President Jefferson adjourned the meeting at 1:27 p.m.

Approved: 12-13-17


Bruce Jefferson, President


Jeffrey Westhoff, Secretary