

OSCEOLA PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of Regular Meeting: November 16, 2016

MEMBERS PRESENT: Michele Merritt, Stephen Bjork, Mike Salewski, Marcia Dressel, Julie Galonska, Amy Erickson Hagen

ALSO PRESENT: Kelly McBride, Joel West, and Sarah Palmer

ARRIVED LATE: Cheryl Beardslee

CALL TO ORDER: Bjork called the meeting to order at 6:02.

AGENDA: Dressel/Galonska motion to approve the agenda. Carried 6-0.

MINUTES: Salewski/Merritt motion to approve October minutes with revisions. Carried 6-0.

CITIZEN'S COMMENTS: Sarah Palmer, from Osceola YAC (Youth Advisory Council) greeted the board and discussed briefly what the group has been up to and the success of recent meetings and After Hours events. Palmer explained that the teens will be going caroling for canned good for their December party.

PRESENTATION, JOEL WEST: West discussed the plans for extending the Mill Pond Park into the former trailer park. Referred to as the Mill Pond Park South, West maintained this space will include a veterans recognition space as well as a bridge over the creek, walking paths with lighting, and parking for visitors. Erickson Hagen asked about a potential timeline and West indicated that work is set to begin soon.

DIRECTOR'S REPORT: McBride presented her November report. She noted that while proper signage is important in the OPL, that staff is reconsidering purchasing new signs and has decided to make them in-house. Dressel indicated that for aesthetic purposes, the sign outside the front door may need to be replaced or taken down.

FINANCIALS: There were no questions or comments regarding the monthly financials. Galonska/Salewski motion to approve. Carried 6-0.

BILLS: There were no questions or comments regarding the monthly bills. Galonska/Dressel motion to approve. Carried 6-0.

BUDGET: McBride explained her current projections for 2016 indicating the library was in good shape and that staff was looking forward to making some final book purchases in December. McBride explained to the group that the budget committee had met with Joel West in late October to go over the 2017 preliminary budget. McBride made the committee's recommended changes and is working with West to finalize the wages & benefits. To ensure the budget gets approved at the December meeting, the board would like to see the budget prior to the meeting in order to address any questions and concerns ahead of time.

PARTNERS MEETING: Galonska was unable to attend the meeting. Bjork reported that the group is putting together a communications plan to ensure important information is shared quickly and efficiently. Bjork explained the cabinet continues to work on the grant for the Fab Lab as well as considering other funding options. Additionally, Bjork discussed the need to include more individuals on the design team as some changes need to be made to increase the size of the Fab Lab. Bjork indicated that Mike Salewski has been asked to join the team. Salewski agreed providing he is able to attend the scheduled meetings.

POLICIES: The board reviewed the Exhibit Space and Bulletin Board Policy. Galonska/Salewski motion to approve with revisions. Carried 6-0.

The board reviewed the Meeting Space Policy. Galonska expressed concern over the meeting space descriptions and whether or not we were making false promises regarding how much space was actually available. The group decided to table the topic until McBride provides more information. McBride agreed to present findings at the December meeting.

STRATEGIC PLANNING: McBride explained that the current Operating Plan will expire in 2016 and questioned how the board would like to proceed with strategic planning. Dressel questioned why the group decided on the operating plan and what another plan would encompass as a new building is in the near future. Salewski recommended McBride critically review the current plan and present the board with suggested modifications in order for the document to continue to be relevant through 2017. The board informally agreed that it would be best to wait until spring to begin any sort of further planning.

BOARD MEMBERSHIP: The board discussed potential candidates and the possibility of inviting them to the December meeting.

CITIZEN'S COMMENTS: Friends President Cheryl Beardslee indicated that the Friends enjoyed supporting the OPL. Bjork expressed his gratitude on behalf of the board.

NEXT MEETING: December 21, 2016

Meeting was adjourned at 7:35.