

SURING AREA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
June 26, 2018

Members present: Director-Jill Trochta
Village of Suring-Helen Miller, Joe Wicker
Town of Maple Valley-Joyce Fifield, Lowell Suring
Town of How-Theresa Zahn, Ruben Rakow
Town of Bagley-Barb Truttman
Town of Breed-Bette Elbe
Suring School District-Kelly Casper

The June 2018 meeting of the Board of Trustees of the Suring Area Public Library was called to order by Board President, Theresa Zahn, followed by the Pledge of Allegiance. A motion to approve the agenda was made by Ruben Rakow, seconded by Helen Miller, and carried. A motion to approve the minutes of the May meeting was made by Bette Elbe, seconded by Joe Wicker, and carried.

FRIENDS REPORT: The Friends are getting ready for the ice cream social to be held July 22 on the bridge at Riverside Park. In the event of rain it will be in the Veterans Park pavilion.

DIRECTOR'S REPORT: Jill Trochta reported on library programs. At the last nursing home visit 17 items were checked out by residents. Attendance was up at the May showings of movies. Two more movies will be shown on July 12 and July 26. The Summer Library Program has 40 children and 30 adults registered. Guest speakers have been Lane Ludtke sharing songs and musical instruments and Carol Heise teaching exercises to music. The three book clubs and Knit and Hook club continue to meet monthly. In facilities management and services, the raised toilet has been installed in the women's bathroom. The library will begin offering laminating services for \$2 per page.

TREASURER'S REPORT: The Board reviewed the petty cash report, donations, revenues and expenditures, and vouchers. A motion to approve the June payment of bills was made by Helen Miller, seconded by Joe Wicker, and carried.

OLD BUSINESS: The long range planning committee will schedule a meeting in August.

NEW BUSINESS: The Automation Services Agreement for 2018-2020 was reviewed. A motion to approve the agreement was made by Lowell Suring, seconded by Joyce Fifield, and carried.

Changes in the job description for library assistant were discussed. Some corrections and additions were suggested. Final approval will be acted on in August.

Trustee Essentials 13-15 were reviewed. They are about library advocacy, open meeting laws, and public records laws. Library Policies XIII-XV about equipment use, meeting room use, and displays and exhibits were also discussed.

ADJOURN: A motion to adjourn was made by Barb Truttman, seconded by Ruben Rakow, and carried.

Respectfully submitted
Joyce Fifield, Secretary
Suring Area Public Library Board of Trustees
June 26, 2018