

**Outagamie Waupaca Library System**  
**Board of Trustees**  
August 16, 2012 Meeting Minutes

The meeting was called to order at 6:34 p.m. by President Gilbert at the New London Public Library.

PRESENT: Will Bloedow, Bobbie Buchholtz, Carol Diehl, Peter Gilbert, Paul Girod, Bill Morien, Theresa Rechner, Marcia Trentlage.

EXCUSED: Linda Hagen, Eunice Lawrence.

OTHERS PRESENT: Rick Krumwiede.

Diehl moved, seconded by Trentlage, to approve the minutes of the June 21, 2012 meeting. Motion carried. Bloedow moved, seconded by Rechner, to approve checks numbered 25761-25816, inclusive, in the amount of \$51,320.71 and 6/17/12-7/14/12 payroll-related expenditures in the amount of \$63,359.59. Trentlage moved, seconded by Diehl, to approve checks numbered 25817-25864, inclusive, in the amount of \$1,268,518.07 and 7/15/12-8/11/12 payroll-related expenditures in the amount of \$63,154.36. Motion carried. Morien moved, seconded by Rechner, to approve the June-July 2012 financial report. Motion carried.

#### DIRECTOR'S REPORT

Gilbert read a letter of resignation from Eunice Lawrence. Board members received Lawrence's resignation with regrets and extended their best wishes to her. Krumwiede reported that the Kaukauna library is interviewing director candidates this week. However, the library's youth librarian recently resigned.

Krumwiede distributed a schedule of upcoming continuing education events. He highlighted the November 13th Trustee workshop entitled *Meeting with a Purpose: Prior Planning for Productive Performance*, which will be presented by Bill Collar at the Black Creek Village Library. The annual meeting of member library directors and assistant directors will be held on August 24th. OWLSnet will be moving to the new Sierra software on September 11th. Staff has been working behind the scenes making preparations. While there will be no change in InfoSoup for the public, the interface in all the staff modules will change.

The Task Force that was proposed last year to review library legislation, particularly public library system requirements, will not be appointed at this time. This is unfortunate given the interest of a number of systems in discussing mergers and/or service consolidations. The system and resource library directors group has asked Wisconsin Library Services (WILS) to develop a proposal for some kind of summit to discuss system services and structure.

The Personnel Committee met on July 24th to discuss employee compensation for 2013 and methodologies for awarding pay increases. The Committee will meet again before the September 20th Board meeting to finalize its recommendations. The 2013 system plan and budget will also be presented to the board next month. Materials were recently received from DPI, and there are no changes in the forms or requirements. Krumwiede stated that there aren't likely to be significant changes in the plan or budget for 2013. However, the next state budget will be critical for the future of the state's public library systems.

#### OLD BUSINESS

President Gilbert and Krumwiede met with Outagamie County officials on August 14th to discuss the 2013 budget request. The County Executive indicated that the request will be included in his Executive Budget. The Waupaca County budget request was submitted on July 27th. Krumwiede has heard nothing from Waupaca County officials regarding the status of the request.

#### NEW BUSINESS

The Brown County Library (BCL) has submitted a bill to Outagamie County for service provided to Outagamie County residents. Subsequently, Outagamie County asked OWLS to respond to BCL on its behalf, and President Gilbert sent a letter requesting that BCL withdraw its bill because service between the two counties is reciprocal. BCL replied that it will not be withdrawing its bill. County Executive Nelson has spoken with Brown County Executive Streckenbach who is looking into the matter further.

Krumwiede is in the process of attending library board meetings at the four libraries that provide significant service to Brown County residents to discuss the situation. If BCL doesn't withdraw its bill and Outagamie County libraries want to be in a position to discontinue service to Brown County residents, Outagamie libraries must first submit a bill to Brown County for the service they provide. It is unlikely that Brown County would pay such a bill because counties that operate consolidated county libraries aren't required to reimburse libraries in adjacent counties. Diehl moved, seconded by Trentlage, to authorize OWLS Director to bill Brown County on behalf of OWLS libraries that have provided significant service to Brown County residents. Motion carried. The Board also discussed whether to recommend that local libraries terminate service to Brown County residents in 2013, but no action was taken at this time.

Trentlage moved, seconded by Rechner, to revise the Holidays policy and the Vacation policy by adding the following language to the end of each respective policy:

*Upon approval of the Director, an employee may donate floating holidays to another employee if the recipient employee is unable to work due to a serious health condition and has no paid time off available (i.e., vacation, sick leave, floating holidays).*

*In addition, employees who have earned more than ten days of paid vacation per year (i.e., 15-25 days per year) may, upon approval of the Director, donate a maximum of five vacation days to another employee if the recipient employee is unable to work due to a serious health condition and has no paid time off available (i.e., vacation, sick leave, floating holidays).*

Motion carried, Morien voting nay.

Bloedow moved, seconded by Diehl, to award earned (but not yet awarded) vacation time to Patty Hankey prior to her anniversary date. Motion carried.

The meeting was adjourned by President Gilbert at 7:58 p.m.

Respectfully submitted,

Paul Girod  
Secretary/Treasurer