

**MINUTES**  
McMillan Memorial Library  
Board of Trustees  
June 19, 2019

**DRAFT**  
Subject to  
Approval

Treasurer Susan Bovee called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:05 p.m.

ROLL CALL ATTENDANCE:

**Present:** Susan Bovee, David Farmbrough, Kevin Finbraaten, William Clendenning, Scott Kellogg, William Hascall, and Heather Gygi.

**Absent:** Andrea Galvan, Anne Zacher, and Craig Broeren.

**Administration:** Andrew Barnett, Vicki Steiner, and Brian Kopetsky.

**Others in attendance:** Katie Killian, intern from UW-Madison working with us during the Summer.

CORRESPONDENCE: A thank you note was received from the grade 6-12 art teachers thanking the Library for hosting this year's art show.

MINUTES: **A motion to approve the Minutes of the May 15, 2019 Library Board meeting was made by Mr. Clendenning, second by Ms. Gygi. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for June 2019. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Mr. Finbraaten. Motion carried.**

DIRECTOR'S REPORT:

Library Use and Events – Lisl Detlefsen had her book release party here for her latest book (60). Our ongoing photography contest recognized the Spring 2019 honorees which are on display. Independent publishing with local author Faith Blum. We hosted the Choristers (175). Coming: Summer Library Program Kick Off Party (6/18); Painting party (6/19); International Tabletop (Game) Day (6/29) and a lot of summer program events.

Building & Grounds – We are getting proposals to remedy the issue with the sewer lines. The emergency generator is in town and will be installed in the next month. The pad and some of the wiring is already in place. The rose thicket in the corner of Grand / Lincoln has been removed. The local Master Gardeners are developing a plan for the area.

Capital Campaign / Adult Room – A flythrough of the area has been requested. Engberg Anderson is preparing a proposal for developing plans and cost estimates for the FAC. We have a proposal from Marcie Heim on consulting on the capital campaign. There will be a committee report on this topic.

Miscellaneous – Staff development day recognized Shannon Guenther, (5 years), Helen Sparks and Cheryl Ver Hulst (10 years) and Karen Cronce and Pam Stern-Malouf (15 years). Our summer Makerspace intern, Katie Killian has started and our shared Digital Collections intern Dale Meinholz started on June 17. Katie will also be working for us during the summer.

COMMITTEE REPORTS: The Capital Campaign committee met on June 5<sup>th</sup>. Mr. Barnett reported on discussions that took place during the meeting. A fly through video, justification for the Maker Space, and presentation video were discussed. A potential donor sheet is being developed along with possible campaign chairs and committee members. Different grant opportunities will also be looked at.

OLD BUSINESS: There were no items of old business to bring before the Board.

NEW BUSINESS: Mr. Barnett presented a proposal from consultant Marcy Heim to provide a fundraising workshop for the Board, campaign volunteers and staff. **A motion to accept the proposal was made by Mr. Clendenning, second by Mr. Hascall. Motion carried.**

Ms. Bovee appointed Mr. Farmbrough and Ms. Gygi to develop a slate of officers for next month's meeting.

**A motion to adjourn was made by Mr. Clendenning, second by Mr. Hascall. Motion carried and the meeting adjourned at 5:55 p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on July 17, 2019 at 5:00 p.m.

Respectfully submitted,  
Vicki Steiner, Secretary