

MINUTES
McMillan Memorial Library
Board of Trustees
September 18, 2019

DRAFT
Subject to
Approval

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Anne Zacher, David Farmbrough, Kevin Finbraaten, Craig Broeren, Susan Bovee, William Clendenning, Scott Kellogg, William Hascall, and Heather Gygi.

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

Others in attendance: Alexandra Ramsey from Engberg Anderson.

CORRESPONDENCE: There were no items of correspondence.

MINUTES: **A motion to approve the Minutes of the August 21, 2019 Library Board meeting was made by Ms. Bovee, second by Mr. Broeren. Motion carried.**

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

Alexandra Ramsey distributed copies of the Fine Arts Center Renovation Proposal. The scope of the project was discussed. The projected project cost is \$396,763.

DIRECTOR'S REPORT:

Library Use and Events –Wisconsin Remembers: a face for every name <<https://www.mcmillanlibrary.org/wisconsin-remembers>> will be on display through November 15. This is on loan from the Wisconsin Veterans Museum. An opening reception is scheduled immediately after the Library Board meeting, with another program coming on Veterans Day. Our Movie at the Lake program fell victim to dewy conditions, which disabled the projection equipment. We are hosting a series of programs on Hmong Paj Ntaub (Flower Cloth), a needlework and textile art on cloth. Soloists from the CWSO will present a program of chamber music on Saturday, September 28 at 7:00 pm.

Building & Grounds – The Grand Avenue side will be sodded and we will get the former rose garden sodded too. Work is proceeding on the expanded WiFi and security camera system. Proposals are being prepared for access security and improved emergency lighting. The fence in the former entrance will be moved back to allow room for bicycle racks.

Budget – The 2020 budget proposal has been sent to our Building & Grounds / Finance committees.

Capital Campaign / Adult Room – Engberg Anderson will be on hand to present preliminary plans and cost estimation for the Fine Arts Center. The Campaign Committee has met and will report.

Miscellaneous – New tables for the APR will be coming next week. We are working with the Smithsonian Traveling Exhibition Service to host small poster exhibits. This would fill gaps in our display space. We are replacing some older library shelving with more efficient storage shelving.

COMMITTEE REPORTS: The Capital Campaign committee met on September 11, 2019, at 5:00 pm. See report under Old Business.

Mr. Finbraaten reported on the Finance Committee meeting held on Tuesday, September 17, 2019. The 2019 Operating Fund Budget Revision and 2020 Operating Fund and Capital request were discussed. The committee recommended that the budgets be presented to the Board as written. (Copies attached to original Minutes)
A motion to approve the 2019 Operating Fund Budget Revision and 2020 Operating Fund and Capital Request was made by Mr. Clendenning, second by Mr. Broeren. Motion carried.

OLD BUSINESS: Mr. Barnett reported on the Capital Campaign committee meeting held on Sept. 11, 2019. Fundraising training was discussed. Marcy Heim will meet with the committee on October 17, 2019 beginning at 5pm for a workshop.

NEW BUSINESS: The budget was approved under committee reports.

A motion to adjourn was made by Ms. Bovee, second by Ms. Zacher. Motion carried and the meeting adjourned at 6:15 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on October 16, 2019 at 5:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary