

Portage Public Library
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LIBRARY BOARD MEETING Minutes
September 10, 2013

Meeting called to order 12:04

Present: All

Visitor: Sue Martin

- 1) Motion to approve August 13, 2013 regular meeting minutes and August 29 special meeting minutes. (AT/KV)
- 2) Financial Reports:
 - a) Motion to approve August 2013 Municipal funds claims and Library restricted funds claims for payment as presented. (AT/EV)
- 3) Director's Report: Shannon Schultz
 - a) Additional programming for teens was discussed.
 - b) Moving the Staudenmeyer memorial funds to the Library Foundation was discussed.
 - c) Keyless entry system will be installed soon.
 - d) Problems with the new book drop area were discussed.
 - e) A plan for the use of study rooms will be presented to the Board.
- 4) Closed Session:
 - a) Motion to convene into closed session pursuant to Wisconsin State Statute 19.85(1)(c) to discuss the performance evaluation of the Library Director. 12:28 (AT/CP)
 - b) Motion to convene into open session. 12:55 (EM/DV-W)
- 5) Business:
 - a) Change Orders were discussed.
 - b) Motion to request the City Council reduce their collateral requirement for the Library loan to 60%. (CS/DV-W)
 - c) The 2014 budget was discussed. The meeting with the City is September 30.
- 6) Meeting adjourned 1:18. (AT/EM)

Richard Davis – President
Addie Tamboli – Vice President
Eleanor Voigt – Treasurer
Eleanor McLeish – Secretary
Charles Poches – School Superintendent
Dr. David Gregory
Chad Stevenson
Dr. Douglas Varvil-Weld
Klay Vehring