

Portage Public Library
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LIBRARY BOARD MEETING Minutes
October 14, 2014

Meeting called to order 12:06

Present: Voigt, McLeish, Blohm, Gregory, Schoenborn, Vehring

Excused: Tamboli, Stevenson, Davis

Visitor: Shawn Murphy – City Administrator

- 1) Motion to approve September 9, 2014 regular meeting minutes with one correction, Visitor: Michael O’Grady. (BB/KV)
- 2) Financial Reports:
 - a) Motion to approve September 2014 Municipal funds claims and Library Restricted funds claims for payment as presented. (NS/BB)
- 3) Director’s Report: Shannon Schultz
 - a) The City Loan for the Library expansion/renovation project is repaid.
 - b) The Portage Library Foundation’s Beer and Wine Tasting Fundraiser will be held on Thursday, November 13, 5-9pm at 205 Vino. Cost is \$25.00 per person.
 - c) The Library’s Community involvement activities include the Coat Drive, Mobile Food Pantry, Dementia Friendly Community Task Force, Hope House partnership, Holiday Train on December 8, and hosting the November 4 election and Business After 5 on March 10, 2015.
 - d) Shannon will give a presentation on the USDA Summer Food Service Program at the WLA Conference in November.
 - e) Fire suppression pipe replacement has begun.
- 4) Business:
 - a) Motion to change the Library Board meeting day and time to the 3rd Monday of the month at 6:30pm. (BB/DG)
 - b) A draft of the 2015 budget will be presented at the November meeting.
 - c) Motion to eliminate the position of Reference Librarian effective December 31, 2014. (BB/KV)
 - d) Motion to create the Library positions of Circulation Supervisor and Teen Services Coordinator effective January 1, 2015. (BB/KV)
 - e) At the December meeting, Tamboli and Voigt will report to the Board the results of the Library Director’s performance review.
- 5) Meeting adjourned 12:45. (DG/NS)

Addie Tamboli – President
Eleanor Voigt – Vice-President
Chad Stevenson - Treasurer
Eleanor McLeish – Secretary
Dr. Brenda Blohm
Richard Davis
Dr. David Gregory
Nikki Schoenborn
Klay Vehring