

PORTAGE PUBLIC LIBRARY
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LIBRARY BOARD MEETING MINUTES
October 8, 2013

Meeting called to order:12:05

Present: Davis, Poches, Tamboli, Varvil-Weld, Voigt

Excused: McLeish, Gregory, Stevenson, Vehring

- 1) Approval of minutes from previous meeting. (AT/DV-W)
- 2) Approval of financial Reports (City claims & library restricted funds claims. (AT/CP)
- 3) Director's Report:
 - 2014 budget hearing went well
 - bollards by book drop were removed
 - HVAC cabinets have been installed; 7 small items of construction are yet to be completed.
 - Staff training will be conducted on Wed., Oct. 30.
 - Open house date will be set when signage is complete
- 4) Business
 - Approval of transfer of funds from Staudenmayer Bequest to the Portage Library Foundation account. (AT/DV-W)
 - Action on Gift Policy will be taken at November, 2013 meeting.
 - Discussion of present trustee by-laws. No action taken.
 - Shannon will e-mail a copy of Foundation By-Laws to board members.
- 5.) Board convened into closed session pursuant to Wisconsin State Statute 19.85 (1)(c) to discuss performance evaluation of the Library Director at 12:37. (AT/EV)
 - Motion to convene into open session at 1:06. (AT/EV)
- 6.) Meeting adjourned at 1:07. (DV-W/AT)

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

