

## **MINUTES OF SPECIAL MEETING OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES SEPTEMBER 26, 2018**

President Eileen Gratton called the meeting to order at 5:33 PM. Present were Eileen Gratton, Kathleen Pauly, David Yuenger, Rosemary Smanz, Wendy Jo Smedema, Kay Marose, Supt. Annette Thompson, Library Director Jannette Thrane, and Mayor Dan Wegener.

Public Comment – Two board members shared comments they have heard concerning the amount of time it takes to have new materials processed and available for checkout in the library. One patron has stopped coming to the Juneau Library as a result of new materials not being available in a timely fashion. Director Thrane explained that she is still becoming familiar with vendors and shared that two large book orders have been placed. Staff has been reminded to encourage patrons to place items on hold. That way if the item is owned by the Juneau Public Library, they will jump ahead of patrons from other libraries and receive the item.

Agenda – A motion to approve the agenda was made by A. Thompson and seconded by W. Smedema. Motion passed.

Policies – A draft of a Display Request Form was presented to the board. After discussion and a suggested word change, a motion to approve the Display Request Form with the wording changed to read “Organization/Individual” was made by K. Marose and seconded by R. Smanz. Motion passed. There was discussion about a request to use the meeting room by a group every Wednesday. It would also involve having a staff member remain after hours because the group plans to meet until 8 PM. Director Thrane will handle the request.

Budget - Director Thrane present the reworked 2019 budget to the board. The new budget was figured with a suggested 3% pay raise for library staff and addition money requested from the city. A Capital Equipment Request (3 Year Projection) was also presented. After discussion, J. Thrane will contact someone to look at the roof to determine how many more years of use it will give. The capital roof request will be moved to 2020 or 2021, asking the city to share the cost of replacement. After considerable discussion, a motion to approve a proposed 2019 budget of \$210,318 plus a \$5,000 capital request for a total of \$215,318 was made by A. Thompson and seconded by K. Marose. Motion passed. J. Thrane will meet with the Finance Committee on October 2 at 7 PM to present the 2019 proposed budget.

Special Dates – The Juneau Public Library will have a presence in the Dodgeland Homecoming Parade on Friday, September 28, 2018. A Purpose Workshop (Blue Zones Project) will be held Saturday, October 6, 2018, from 9-11 AM. National Friends of the Library Week is October 21-27.

The next regular meeting of the Juneau Public Library Board of Trustees will be held **Wednesday, October 10, 2018, at 4:30 PM.**

A motion to adjourn at 7:13 PM was made by A. Thompson and seconded by E. Gratton. Motion passed.

Respectfully submitted,

Kathleen A. Pauly, Secretary/Treasurer