

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN

REGULAR MEETING of the FONTANA PUBLIC LIBRARY BOARD

(OFFICIAL MINUTES)

Wednesday, January 20, 2021 @ 11:00 AM

The regular meeting of the Library Board (held virtually) was called to order at 11:05 am.

Board Members Present:

(Roll Call) Library Board President Tom Whowell, Mary Kay Frazier, Diane French, Dolly Schneidwind, Lisa Laing, Joseph McHugh, and Margaret Reuland.

Board Members Absent:

None

Also Present:

Library Director Walter Burkhalter, Ann Barth, Connor Carynski (Lake Geneva Regional News).

Approval of the Agenda

The agenda was accepted without comments.

Secretary's Report/Approve (amend if necessary) minutes of December 16, 2020.

Director Burkhalter presented the minutes of the December 16, 2020 meeting of the Fontana Library Board. Whowell/McHugh 2nd made a MOTION to approve the minutes of December 16, 2020 meeting and the MOTION carried without a negative vote.

Financial Report: Approve January 2021 Village and Gift Account Expenditures and Audit those made since December 16th.

Director Burkhalter presented the January 2021 Village and Gift Account Expenditures and reviewed the report showing those made since December 16th. Schneidwind/McHugh 2nd made a MOTION to approve the January 2021 Village and Gift Account Expenditures and the MOTION carried without a negative vote.

Financial Report: January 2021 Gift Account Report.

Director Burkhalter presented the January 2021 Gift Account Report. Schneidwind/McHugh 2nd made a MOTION to accept the January 2021 Gift Account Report and the MOTION carried without a negative vote.

Director's Report.

Burkhalter stated that staff continues to work on the RFID tagging project and is about 1/3 through the collection. The library has started a new project through Baker and Taylor called "sustainable shelves". Baker and Taylor will take unwanted withdrawn and donation books either giving the library credit or recycling the items. Thus far the library has received about \$120 in credit.

COVID-19 Response.

Burkhalter recommended returning to Phase III of the reopening plan based on the actions of other local libraries and the decrease in countywide COVID cases. If things remain status quo (no spikes in cases) hours will be expanded to 9-5 and eventually opening on Saturdays. He will keep the Board informed.

Unfinished Business:

Due to the increase in County funding for 2021 there is \$15,228 that will need to be allocated. Burkhalter will have recommendations soon. Back payments for the county funding have been received in two checks. \$82,730 for the years 2011 through 2019 and \$11,781 for 2020 (totaling \$94,511). Scott Vilona spoke to the Village auditors regarding how the funds should be handled. They felt the easiest way was to have the Village Board gift back the funds to the library. Vilona and Burkhalter met earlier this month and discussed how this might work. The library could open separate account at the bank allowing the Library Board to expend funds as needed (and thus maintaining control over the funds). The Library Board could then report monthly to the Village Board regarding how the funds were expended (thus maintaining audit function). Since the errors occurred over a ten year period it would make sense that the funds be expended within a similar timeframe. Vilona will present the idea to the Finance Committee and then the Village Board. Burkhalter will keep the Library Board apprised as things move forward.

The copier lease has been paid off and maintenance will be paid for the remaining 48 months.

New Business:

Whowell/Laing 2nd made a MOTION to re-elect the current officers (Whowell, President; Reuland Treasurer; and McHugh Secretary), and elect Schneidwind as Vice President and the MOTION carried without a negative vote.

Meeting dates were set for 2021.

Wish list 2021 was discussed. It was agreed the list is a working document and will be revisited. Burkhalter was asked to add a Bookmobile and was requested to look into strategic planning (he will report back with findings). Burkhalter will also add estimated costs for items for future discussion and action. McHugh/Schneidwind 2nd made a MOTION to expend no more than \$8, 525 for 11 PCs and 4 laptops to be purchased through the Lakeshores group purchase and the MOTION carried without a negative vote.

Ann Barth was introduced to the Board as a prospective member. Mary Kay Frazier has indicated her desire to step down from the Board. Action will be taken at the March meeting regarding recommendations for the April Village Board meeting.

Next Regular Meeting:

The next regular monthly meeting of the Fontana Public Library Board was scheduled for Wednesday, February 17th @ 11:00 am.

Adjournment

Meeting was adjourned at 12:12 pm.