

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN

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**REGULAR MEETING of the FONTANA PUBLIC LIBRARY BOARD**

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(OFFICIAL MINUTES)

**Wednesday, March 20, 2019 @ 11:00 AM**

Board President Tom Whowell called the regular monthly meeting of the Library Board to order at 11:04 am in the Board Room of the Fontana Public Library, 166 2<sup>nd</sup> Avenue, Fontana-on-Geneva Lake, Wisconsin.

**Board Members Present:**

(Roll Call) Library Board President and Village Board Liaison Tom Whowell, Ann Catlow, Cindy Wilson, Mary Ann Pearce, Mary Kay Frazier, Dolly Schneidwind, Library Board Secretary Joseph McHugh, and Sally Ratay.

**Board Members Absent:**

None

**Also Present:**

Library Director Walter Burkhalter and Margaret Reuland.

**Approval of the Agenda**

The agenda was accepted without comments.

**Secretary's Report/Approve (amend if necessary) minutes of January 16th, 2019.**

Director Burkhalter presented the minutes of the January 16<sup>th</sup>, 2019 meeting of the Fontana Library Board. Ratay/Pearce 2<sup>nd</sup> made a MOTION to approve the minutes of January 16,2019 meeting and the MOTION carried without a negative vote.

**Financial Report: Approve February and March 2019 Village and Gift Account Expenditures and Audit those made since January 16th.**

Director Burkhalter presented the February and March 2019 Village and Gift Account Expenditures and reviewed the report showing those made since January 20th. Catlow/Schneidwind 2<sup>nd</sup> made a MOTION to approve the February and March 2019 Village and Gift Account Expenditures and the MOTION carried without a negative vote.

**Financial Report: Accept January and February 2019 Daily Cash Reports and February and March 2019 Gift Account Reports.**

Director Burkhalter presented the January and February 2019 Daily Cash Reports and the February and March 2019 Gift Account Reports. Catlow/Schneidwind 2<sup>nd</sup> made a MOTION to accept the January and February 2019 Daily Cash Reports and the February and March 2019 Gift Account Reports and the MOTION carried without a negative vote.

### **Director's Report**

Director Burkhalter reported that although the current arrangements for cleaning are no worse than what has been done in the past the library requires more. He will look at several options and report back. Sally Lee has suggested attending an online course regarding programming for senior adults. Board members suggested that continuing education become a line item within the budget to include conferences for the director and courses such as this for the staff. This will be added to the agenda for April's meeting. Twenty chairs and several tables were given to the library (surplus due to changes at the Park House).

### **Village Announcements**

No new items for discussion.

### **Programming**

Burkhalter reported that the Frog Contest has been extremely successful. As previously discussed there will be a number of expenses associated with the program. He will update the Board at the next meeting regarding those. Also, a reception for all participants will be held at the library on May 11<sup>th</sup>.

### **Unfinished Business**

Whowell/Frazier 2<sup>nd</sup> made a MOTION to approve the Board By-laws as presented and the motion carried without a negative vote. There were no questions regarding *Trustee Essentials*. The Library Board will recommend that Whowell, Frazier, and Schneidwind be reappointed and that Margaret Reuland fill the remainder of Ratay's term.

### **New Business:**

Whowell/McHugh 2<sup>nd</sup> made a MOTION to approve the Annual Report and the motion carried without a negative vote.

The spring staff appreciation lunch will be held after the next Library Board meeting on April 17<sup>th</sup>.

### **Possible items for next agenda**

Line items for 2020 Budget including Continuing Education.

### **Next Regular Meeting:**

The next regular monthly meeting of the Fontana Public Library Board was scheduled for Wednesday, April 17, 2019 @ 11:00 am.

### **Adjournment**

McHugh/Catlow 2<sup>nd</sup> made a MOTION to adjourn the meeting at 12:05 pm and the MOTION carried without a negative vote.