

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN

---

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

---

(OFFICIAL MINUTES)

**Wednesday, March 21, 2018 @ 11:00 AM**

Library Director Walter Burkhalter called the regular monthly meeting of the Library Board to order at 11:03 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) Cindy Wilson, Mary Ann Pearce, Mary Kay Frazier, Sally Ratay, Village Board Liaison Tom Whowell & Library Board Secretary Joseph McHugh.

**Board Members Absent:**

Ann Catlow & Dolly Schneidwind.

**Also Present:**

Library Director Walter Burkhalter.

**Approval of the Agenda**

The agenda was accepted without comments.

**Election of President**

Director Burkhalter asked for nominations to replace recently resigned Board President, Genie Murphy, and Board Member Wilson nominated Village Liaison Whowell for President. Following discussion amongst the Board, it was offered that Board Member Wilson could serve as Vice-President, either formally or informally, in order to reside over meetings at which Village Liaison Whowell would be unable to attend.

Frazier/McHugh 2<sup>nd</sup> made a MOTION to elect Tom Whowell as Village of Fontana Library Board President and Cindy Wilson as Village of Fontana Library Board Vice-President and the MOTION carried without a negative vote.

**Secretary's Report/Approve (amend if necessary) minutes of January 17<sup>th</sup>, 2018**

McHugh/Ratay 2<sup>nd</sup> made a MOTION to approve the minutes of the January 17<sup>th</sup>, 2018 Library Board Meeting and the MOTION carried without a negative vote.

**Financial Report: Approve February 2018 and March 2018 Village and Gift Account Bills**

Director Burkhalter reviewed the February 2018 Village Bills, which required approval due to the cancelled February meeting, as well as the March 2018 Village Bills. He noted that the capital expenditures for furniture had been applied to the 2017 budget. Director Burkhalter further reviewed the February 2018 and the March 2018 Gift Account Bills. He highlighted the amounts for the newly constructed cart and shelf, which he offered to point out during the planned Library Tour after the meeting.

McHugh/Pearce 2<sup>nd</sup> made a MOTION to approve the February 2018 and March 2018 Village and Gift Account Bills and the MOTION carried without a negative vote.

**Financial Report: Accept January and February 2018 Daily Cash Reports and February and March 2018 Gift Account Reports.**

McHugh/Pearce 2<sup>nd</sup> made a MOTION to accept the January and February 2018 Daily Cash Reports and the February and March 2018 Gift Account Reports and the MOTION carried without a negative vote.

**Director's Report**

**Review Annual Report**

Director Burkhalter reviewed the Public Library Annual Report, which had been filed with the Wisconsin Department of Public Instruction. He explained the report, section by section, and noted some interesting facts, such as the fact that the Fontana Public Library has far less usage of Digital Materials, when compared to other Wisconsin Libraries of similar size, and he offered that it was probably related to the demographics of the local population. He pointed out that Board Member Anne Catlow had been listed as President Pro-Tem and noted that the Fontana Public Library was exempt from the County Library Tax. Board President Whowell noted that his address had been listed incorrectly in the report and provided a correction.

Ratay/Wilson 2<sup>nd</sup> made a MOTION to approve/accept the Public Library Annual Report for the year 2017 and the MOTION carried without a negative vote.

**Sentry Receipts for 2017**

Director Burkhalter reviewed a report totaling the money received by the Library via the Sentry Receipts program.

**Tour of Library**

Director Burkhalter offered to provide a tour of the library to any interested Board Members following the adjournment of the meeting.

**Village Announcements**

Board President Whowell quickly reviewed ongoing projects in the Village of Fontana.

**Lakeshores Report**

Director Burkhalter offered that he had nothing to report as regards Lakeshores.

**Unfinished Business:**

No Discussion.

**New Business:**

Director Burkhalter informed the Board that Youth Librarian Porep was going to allocate budgeted funds towards materials for her youth programs and he offered that he would provide additional details when the expenses required approval. Director Burkhalter alerted the Board to the need to replace the Bench that currently sits outside the entrance to the Library. He offered that a replacement bench would run in the \$700 range. Board Member McHugh asked that Director Burkhalter include an agenda item in a future agenda to discuss library programming. Due to some Board Member absences already known for the upcoming April meeting, it was decided to add the item to the May 2018 agenda.

**Next Regular Meeting: April 18, 2018 @ 11:00 AM**

The next regular monthly meeting of the Fontana Public Library Board was scheduled for Wednesday, April 18, 2018 @ 11:00 am.

**Adjournment**

Wilson/Pearce 2<sup>nd</sup> made a MOTION to adjourn the meeting at 11:47 AM and the MOTION carried without a negative vote.