

Brodhead Memorial Library
January 19, 2015

Vice-president Joe Kohlman called the meeting to order at 4:00. Members in attendance were Diane Anderson, Ann Anderson, John Walker, Kelly Gratz, Nancy Nettesheim and library director, Nikki Busch. Absent was Kirsten Novy.

The minutes from December were approved following a motion by Diane Anderson and a second by Kelly Gratz.

The financial report was presented. The spending vouchers were approved for payment on a motion by Diane Anderson and a second by Kelly Gratz. The following reimbursements were presented for payment: Troy Nyman, \$5.00 for gas for snow blower; Patti Kraft, \$21.31 for craft supplies; Carol Pawlisch, \$99.00 for books for the reading program. Payment was granted for all submissions following a motion by Kelly Gratz and a second by Nancy Nettesheim.

A discussion on acquiring a business credit card was continued with information presented by John Walker and Nikki Busch. The Brodhead Memorial Library Board nominated John Walker as the board representative, in conjunction with library director, Nikki Busch, to contact the BMO Harris Bank of Middleton, WI, to apply for the credit card. John T. Walker has the right to represent the Brodhead Memorial Library Board in all matters pertaining to the application for a credit card with a \$10,000 limit. This motion was presented by Kelly Gratz and seconded by Diane Anderson. The motion passed on a voice vote of yea- 6, nay-0.

In further financial matters, the board agreed to carry over 2014 checking funds to the same account for 2015. The Sugar River account monies from 2014 will be carried over to the same account for 2015. The line item surplus monies from 2014 will be carried over to 2015 with the the monies being divided into the following categories: 10% to salaries, 40% to wages, 50% to materials, as needed. This motion was presented by Ann Anderson and seconded by Kelly Gratz. The voice vote was Yea-6, Nay-0.

The financial report was approved on a motion by Diane Anderson and a second by Kelly Gratz.

Policy review was discussed following the receipt of a letter from the historian of the Orfordville Lutheran Church requesting the return of 2 reels of donated microfilm. The board agreed to return the microfilm on a motion by Diane Anderson and a second from Ann Anderson. The board directed Nikki Busch to draft a possible policy regarding the return of donated and cataloged library items. This was contained in a motion by Joe Kohlman and a second from Kelly Gratz.

The director's report was approved on a motion by Diane Anderson and a second from Joe Kohlman.

The final act of business was a working session to determine the use of the funds in the Sugar River Bank account. At the conclusion of the discussion the board directed the treasurer to write a check to the City of Brodhead for \$10,000 to be used for capital expenses in the sinking fund. The library director will present possible uses for \$90,000 at a later meeting. \$100,000 will be kept for future needs as they may arise. Such was the motion presented by Kelly Gratz and seconded by Joe Kohlman. On a voice vote the motion passed, yea-6, nay-0.

The meeting was adjourned at 5:02. Motion by Ann Anderson and seconded by Nancy Nettesheim.

Minutes respectfully submitted by Nancy Nettesheim, secretary