

SOUTH NEW BERLIN LIBRARY BOARD

Quarterly Meeting

July 18, 2017

Present: Wendy Oldham, George Clum, Lynn Macumber, Judy Off, Terri Weaver, Ann Mein, Marcia Hoag.

Public Present: Sahara Lupo, Rick Leoffler, Jim Weaver, Martin Mein, Steve Bachman (Executive Director, Four County Library System).

Absent: Jayne Frye.

President Lynn Macumber called the meeting to order at 6:34 pm.

Judy made a motion to accept the April 18, 2017 quarterly minutes. Wendy seconded the motion. All in favor, none opposed. Motion carried.

**OLD BUSINESS**

Lynn attended the UV school board meeting and told them that we need to ask for an increase next year.

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**NEW BUSINESS**

Lynn distributed the Public Library Trustee Ethics Statement. Lynn will add a provision to include a Voice of the Public before and after new business is complete. We can add it in January when we look at bylaws for revision.

Steve Bachman said that the Open Meetings Law says that business cannot be transacted over the phone. We need to meet here, and we must have a quorum. Official business happens at public meetings. The current bylaws need to be changed. George asked about changing the bylaws. See Article IX – Amendment. Ann asked about when it was adopted. See January, 2015 minutes.

Changes to the bylaws: take out "President has the authority ... (section 6); take out Section IV, Article 8.

Steve said that if we rewrote the bylaws, he would look them over and then we could have three members submit them to our secretary two weeks prior to the August 22<sup>nd</sup> meeting at which time they will be considered for vote. Lynn agreed to retype them and send them to Steve for review. Start over with the new set of bylaws (See Article IX – Amendment).

Steve Bachman said that all purchases must be approved by full board. He will send us a good example of a credit card policy. It is a conflict to have business tied to board member(s). The Director should have the lines of credit.

Lynn asked what we can do for purchases in the meantime of them being brought to the Board. George said we should foresee purchases. Steve said that we can order through Four County. For now, continue to make purchases with the debit card that need to be made. Payment of the main billings like Frontier be approved retroactively.