**South New Berlin Free Library Public Meeting**

**June 11, 2018**

**Present:** Marcia Hoag, George Clum, Elaine Clum, Tammy Osborne, John Lorence, Tom Bryden, Ann Mein, Robin Avolio

**Public:** Lynn Macumber

 Meeting was called to order at 6:00 pm.

 A motion was made by Elaine to approve the April 17, 2018 minutes, motion seconded by Tammy. All in favor, motion carried.

 John made a motion to approve a Document Request Policy, motion seconded by George. All in favor, motion carried.

 Bills were examined and initialed for payment. George made a motion to pay Roy Stockwell for electrical work upstairs and on the front door, as well as $800.00 for a survey of Library property. Tom seconded motion, all in favor, motion carried.

 John spoke of installation of the new automatic door closer. He spent an entire day on this project, with the assistance of an electrician. It is completed and works well.

 There was discussion regarding a survey of library property for preparation of a construction grant application. John has spoken with a surveyor and the expectation is that the survey should begin shortly.

 Library Manager, Robin made a request to use $50 from petty cash to purchase a gas card for the Community Asset Assessment Survey prize. Funds will come from the Youth Services grant. Accountant, Paul Rowe will be advised of the source. Tammy made a motion to approve this purchase, motion seconded by Elaine. All in favor, motion carried.

 Robin made the announcement that the Library was awarded $325 for the Early Literacy Spaces Mini Grant to improve the children’s section. Elaine made a motion to allow spending to this amount for this purpose. John seconded motion, all in favor, motion carried.

 Robin announced the portable bookcase has been built and placed in the children’s section. She asked about vacation days. The coverage will be arranged between herself and staff members.

 John presented sketches of the proposed building addition. These were passed around for consideration and comment. Robin will move forward with getting SHPO’s approval for same.

. Appreciation was expressed for the work done on the wall over the door by Tammy and her husband, as well as John’s work on the door.

 A motion was made by Tammy to go into executive session and seconded by George. The purpose stated was to discuss litigation brought against the South New Berlin Free Library by Lynn Macumber. All in favor, motion carried.

 Motion was made to return to public session by John and seconded by George. All in favor, motion carried.

 Motion was made by Elaine to approve $300 for attorney fees in regard to litigation. Tammy seconded motion, all in favor, motion carried.

 Elaine made a motion to adjourn at 6:45 pm. John seconded. All in favor, motion carried.

Ann Mein

Secretary