

**Minutes of the Nicolet Federated Library System Board of Directors
Tuesday, February 13, 2018 at 12 Noon
Green Bay Central Branch, Board Meeting Room, 515 Pine Street, Green
Bay, WI 54301.**

Present: Elizabeth Arnold, Ken Harter, Theresa Rosik, Robert Entringer, Paul Gustafson, Cheryl Maxwell, Corrie Campbell, Miriam Erickson (called in)

Excused: Marsha Hoefts, Tony Yaggie, John Lemke, Julia Wallace, Kathy Pletcher, Rosetta Stern

Also present: Sandy Ryzkowski, Janice Gehlhoff, Brian Simons (Brown), Kristie Hauer (Shawano), Megan Theys (NFLS), John Kronenburg (NFLS), Holly Handt (NFLS), Tracy Vreeke (NFLS)

1. Welcome & Lunch. Corrie Campbell called the meeting to order at 12:04 p.m. Roll call was taken. A quorum was determined with Miriam Erickson on the phone.

2. Agenda Revisions. Ken Harter motioned to move item 6 to be the first item. Cheryl Maxwell seconded. **Motioned carried.** Harter motioned to move item 7 to be the second item. Campbell seconded. **Motioned carried.**

3. Open Forum. Nothing was reported.

4. January 9, 2018 minutes. There wasn't a quorum so these will be approved at the next meeting.

5. Reports:

5.1 President – Corrie Campbell

5.1a – Sandy Ryzkowski recognition – Sandy said she appreciates everyone she worked with and her experiences on the Board. She will continue to advocate for libraries. The Board wished her well.

Tracy Vreeke will send out legislature information to the Board. Campbell encouraged Board members to contact their legislatures to thank them and encourage them to continue funding libraries. Vreeke, Campbell, and Kathy Pletcher will be at Library Legislative Day on Tuesday, February 20.

Prior to the meeting, the new board members attended an orientation. Brown County still has two vacancies on the Board. Campbell is trying to fill these.

5.2 Treasurer's Report – Kathy Pletcher – Pletcher was not in attendance. She will report at the next meeting.

5.3 Personnel Committee – Ken Harter – Nothing to report at this time. Campbell encouraged them to meet soon to discuss the CE position. Vreeke said she has talked about this position with the NFLS staff and the library directors. She is going to send out a survey to the library directors to see what their needs are.

5.4 Director's Report – Tracy Vreeke –

Elizabeth Arnold has been reappointed to represent Menominee County. Theresa Rosik has been added to represent Brown County. Janice Gehlhoff will be officially added on February 15, 2018 when the Florence County Board meets.

Vreeke has business cards if you need one. She is a notary public.

The NFLS staff talked about having Holly Handt and John Kronenburg rotate their attendance at the Board meetings so that someone will be at the office on those days.

Vreeke will be meeting with Brian Simons of Brown County to discuss Brown County's role as a Resource Library.

Annual reports seem to be going well.

Vreeke is looking at new property insurance (ours is up in June).

Vreeke will be attending the SRLAWW meeting on Monday with Pletcher. She will meet the other system directors at this.

Inclusive Services asked for each system to have a representative. Bobby Kuehn from Brown County will be NFLS's representative.

Vreeke applied to be a core recommendation collaborator for PLSR. She will find out at the end of February if she will be part of the committee. She is the only one from NFLS that applied to be part of this committee.

5.5 NFLS Staff Updates

Holly Handt– Handt has been working on getting delivery for Keshena. They will be getting delivery one day a week starting on February 21, 2018. She thanked Elizabeth Arnold for taking the bins to Keshena. She had a copy of the 2017 delivery logs and lending information. She will email these to the Board members.

John Kronenburg– A new scanner was demonstrated at the AAC meeting which would allow driver's licenses to be scanned. This costs about double what a regular scanner cost. Florence has one and is working out some of the kinks. There are mixed reviews on it so far. NFLS will be getting fiber on February 14, 2018. This will make the internet faster and give NFLS more bandwidth.

Megan Theys – Handt will be out of the office from February 15-February 22 and Theys will be out of the office from February 23-27. There will be a WISCAT update in February or March.

6. Authorize board president to sign 2017 Annual System Report – possible action. –

Cheryl Maxwell motioned to authorize Corrie Campbell to sign the annual report. Paul Gustafson seconded. **Motion carried.**

7. Approve Member Library Collection Development Grants. Maxwell moved to approve the Collection Development grants for Door, Kewaunee, Algoma, Menominee, Gillett, Lakewood, Lena, Farnsworth, Suring and Shawano; Bob Entringer seconded. **Motioned carried.**

8. LD&L Update – (included in director's report)

9. New Business.

Cheryl Maxwell asked for a report for what happens at Madison at Library Legislative Day on Monday.

Harter will work on a date for the Personnel Committee Meeting.

The Finance committee should also meet before the next meeting.

Theys will send out the new contact information to the Board members.

There are enough New Board Member orientation binders for each Board member to take one. Vreeke will send out a survey to the librarians about their needs for the new position (CE) by the end of next week.

10. Adjourn. Harter moved to adjourn. Gustafson seconded. **Meeting adjourned at 12:55.**