**Round Lake Library Board of Trustees Meeting**

**October 14, 2014**

**Round Lake Library, Malta Branch**

**Trustees Present:** Nancy Theissen, Alyse Peterson, Bill Ryan, Deb Albrecht, Danielle Rigney, Lance Spallholz, Jean Sweet, Heidi Parker

**Associate Trustees Present:** Angela DeMeritt, Craig Warner, Steve Ames

**Absent:** none

**Excused:**

**Director:** Jennifer Hurd

**Public:** none

**Presenters:** none

**Quorum Present.**

**Call to Order**

The meeting was called to order by Nancy Theissen at 7:00pm.

**New Associate Trustee**

Steve Ames was announced as a new Associate Trustee representing Malta.

**Minutes**

Nancy Theissen presented minutes from the 9/9/14 Board of Trustees Meeting. A motion to approve the minutes was made by Bill Ryan, seconded by Deb Albrecht. There were 5 ayes, 0 nays, and 5 abstentions. The motion was approved.

**Directors’ Report**

Jennifer Hurd presented her report. Alyse Peterson inquired about the possible partnership between the library and Tech Smart, discussed months ago. Angela DeMeritt offered her assistance.

**Financial Documents**

The Board reviewed monthly reports for the library budget, profit & loss, and balance sheet (copies attached). Heidi Parker motioned to approve the financial documents, seconded by Danielle Rigney, and the motion was unanimously approved. Nancy will ask WRLIS for their yearly contribution check.

**Library Statistics**

The Board reviewed the library statistics (copies attached).

**Malta Service Agreement and Lease Review**

Because of last year’s complete Board turnover, Alyse Peterson brought these agreements (from 2009 and 2010) to the Board for explanation and discussion. All three agreements are between the Town of Malta and WRLIS.

• **Historical Document Agreement:** In this agreement, the Town of Malta and WRLIS agree to store historic Town documents at the library, for display and patron use. It is an ongoing agreement with no need for renewal.

• **Commercial Lease Agreement:** A rental agreement between the Town of Malta and WRLIS for the Malta Branch. The amount of rent is $1. There is a provision in the lease stating that at the end of the term, we will go month-to-month, unless a new lease is signed. WRLIS owns the Clark House building, so there is no lease agreement needed with the Village of Round Lake.

• **Library Service Agreement:** Tied to the Commercial Lease Agreement, this agreement covers operations WRLIS agrees to perform at the Malta Branch. Alyse noted that items #7 and #21 in the agreement specify minimum hours of operation at *both* branches and any fewer hours is a violation of the lease agreement.

**Other Business**

None.

**Adjournment**

Nancy Theissen moved to adjourn the meeting at 7:39pm.

The next Board of Trustees meeting is scheduled for Tuesday, Nov. 11, 2014.