New London Library and Museum
Board of Director's regular meeting—March 19, 2012

President Diane Dorow called the regular meeting to order at 5:06 p.m.
Present: Teresa Hammes, Ginny Schlais, Jo Collar, Library Director - Ann Hunt and Museum Director - Christine Cross, Ron Steinhorst, Chris Bermann, Judy McDaniel

Motion was made by McDaniel/Bermann to accept the regular minutes of February 20, 2012. Motion carried.

Motion made by Hammes/Collar to approve the March financial reports of the library and museum. Library bills amounted to $2533.70 and museum bills amounted to $767.67. Motion carried.

Public Comment

Museum Director's Report
See attached report.

Library Director's Report
See attached report.

Old Discussion/Actions

1. **Building Discussion/Fundraising**: Focus groups have been scheduled for the remainder of March and throughout the month April.

New Discussion/Actions

1. **Annual Report:** Motion by Collar/Bermann to approve the annual report. Motion carried.

2. **OWLs System Agreement**: Motion by Bermann/McDaniel to approve the OWLS Membership Agreement. Motion carried.

3. **Policy Committee**: Teresa, Judy, Ann and Christine will meet to review policies pertaining to the New London Public Library and Museum. Jo will be an alternate if needed.

4. **Food for Fines:** Motion by Collar/Hammes to approve the library sponsoring a Food for Fine Campaign during National Library Week April 8-14. Visitors can bring a canned food item to the library to reduce a library fine. Library fines will be reduced by $1.00 for each canned item brought to the library. Motion carried.

5. **Report on Insurance:** Christine is currently researching how the museum collection is insured and will have a full report for the board in April.

6. **Trustee Essential 16 : Ethics and Conflict of Interest** The board reviewed the discussion questions pertaining to Trustee Essential 16:
   1. Why does state law make it generally illegal for a library board member to be financially involved with library business?
   2. What should you do if you may have a conflict of interest with an item on the board meeting agenda?
   3. Is it appropriate for a library board member to serve on the board if he/she has a relative on the library staff? Why or why not?

7. **StEPS: Standard 5F: Ethics** The New London Public Museum currently does not have a separate code of ethics from the library. Christine will create a list of what needs to be completed for the board to review at the April meeting.

8. **Closed session per 19.85(1)(c), Wis. Stats., to consider employment, promotion, compensation, or performance of museum personnel**
   Motion by Steinhorst/Hammes to go into closed session at 5:58 p.m. per 19.85(1)©, Wisc. Stats., to consider employment, promotion, compensation, or performance evaluation of personnel. Motion unanimously carried. Motion by Steinhorst/Bermann to return to open session at 6:58 p.m. Motion unanimously carried.

Motion by McDaniel/Bermann to adjourn at 7:00 p.m. Motion carried.

Respectfully submitted,
Jo Collar, Secretary