

Schreiner Memorial Library  
Library Foundation  
Wednesday December 11, 2013  
5:30 p.m.  
113 West Elm Street, Lancaster, WI

MEETING NOTICE AND AGENDA

- ~~I.~~ Call to Order - Quorum – Cari Schaffer to Moderate
- ~~II.~~ Secretary's Report – Cari Schaffer – October 30<sup>th</sup> Meeting
- ~~III.~~ Treasurer's Report – Kathy Frederick - Monthly list of bills\Accounts
- ~~IV.~~ Library Director's Report – Jennifer Bernetzke
- V. Unfinished Business
  - ~~A.~~ Filling Vacated Seat (Juanita Caley) – Cari
  - ~~B.~~ Real Estate approval to hire a realtor (Kevin Koester) to sell our lots and Dick Taylor to appraise lots – Update per Jennifer "I found out that the City has those lots listed through Tri-State Realty with Dave Haskins. They are already listed at \$35,000 and \$60,000....., which is very realistic according to Dave Haskins. The problem is that nobody is looking for a lot with no building on it right now."
  - ~~C.~~ Yard Signs – Continue to distribute
  - ~~D.~~ ACH forms that we have waiting – Update
  - ~~E.~~ Updated on funding of project and flow of foundation money – follow up on November 4<sup>th</sup> email to city – Cari
  - ~~F.~~ Letter was written by Straka to City Administer on November 14<sup>th</sup> to recommend hiring of General Contract as per the wishes of the Foundation.
  - ~~G.~~ Possibility of adding a PayPal button on our website
  - ~~H.~~ Increasing the board numbers a few people to adapt to a new building, new needs. Performance Plaza people have interest in having a person on the board with that areas best interests in mind. Same with the Memorial Garden. – Waiting on Todd Infield – Jennifer to Coordinate and provide update as allowed by bylaws and legal counsel.
  - ~~I.~~ Follow up on discussion regarding "General Contractor" and UWP PACCE program – Jeff and Cari
  - J. Advertising options (radio and Print) – Approved \$400 for Grant Herald Independent through voice vote– approve remaining advertising.
    - i. ~~1.~~ 100 women 100 family 'advertisement'
    - 2. Performance Plaza article
    - 3. Now a CDBG grant and timeline of construction article
    - ~~4.~~ "Why a New Library" 'advertisement' from kids at St. Clement's
    - 5. Memorial Garden article/advertisement.
    - ~~6.~~ Business push, maybe

Summary 4/6

→ Fund Review  
— Travel Voucher - draw 4/7

VI. ~~✓~~ New Business

- ~~✓~~ A. Architect meetings scheduled - in case any Foundation members wish to attend these meetings. Right now, just the City administrator and Jennifer (and often Cari) are attending these meetings. They are in regards to the physical construction and mechanical specifications (add later perhaps furnishings), of the new building. December 20 and January 10 and 24. All meetings are scheduled to be held in the library at 10AM. Are these open to the public? Should they be advertised and listed in city newsletter so in the future no one can say they were not given an opportunity to have input?
- ~~✓~~ B. George Lawson's visit – Shelving Consultant (\$750) - Jennifer
- ~~✓~~ C. Additional letterhead and envelopes we need for sending bills to people who've pledged- Jennifer to provide pricing.
- ~~✓~~ D. Sold Amgen stock per voice vote AFTER all expenses the library netted \$100,089.24 from generous donation. Please confirm with additional Vote.

VII. Adjourn

Next meeting: TBD