

MORE Executive Committee Meeting Minutes  
October 7, 2016

**Present:** Chair, Joe Niese (CF), Secretary, James Nalen (AM), Ginny Julson (BO); John Thompson (IFLS)

**Also Attending:** Lori Roholt (MORE); Bridget Krejci (MORE)

**Absent excused:** Hollis Helmecki (LA)

Call to order by Joe Niese, Chair at 10 am

A quorum was established.

Compliance with open meeting law established

Thompson moved to approve the agenda. Nalen seconded. Motion carried.

Julson moved to approve minutes from July 8, 2016 meeting. Thompson seconded. Motion carried.

**New Business:**

**Courtesy Notices**

Thompson moved to send to Directors Council without recommendation from the Executive Committee with the phrase "Please return or renew these items" removed from the Operations Recommendation.

**Operations MOTION:** *Send courtesy notices for 7-day loans 2 full days before their due dates and for 14- and 21-day loans 3 full days before their due dates; send notices at 9 p.m.; and include the following notice email subject and text:*

*Subject: Library Courtesy Notice*

*Text: The following library items are checked out to you and are approaching their due date.*

*Log in to your library account from [www.more.lib.wi.us](http://www.more.lib.wi.us), or call your local library or 1-866-MY-RENEW to request renewal.*

**Spending money from the MORE fund balance**

Concern was expressed about how these funds are used and if MORE would have enough funds to cover equipment failures/replacements. Estimated carryover at the end of 2016 is \$70,000 of which \$30,000 is planned for expenditure in 2017. \$40,000 would remain at the end of 2017 if not additional funds are carried forward at the close of the 2016 books.

Lori Roholt will prepare a document explaining unallocated carryover funds and MORE reserve funds to be shared at Directors Council.

**Nominees for Directors Council officers/Executive Committee**—James Nalen and Ginny Julson volunteered to contact individuals to serve as Chair and Vice-Chair. Ginny Julson agreed to be on the slate as secretary and Kim Hennings indicated she would serve as member at large.

**Adjourn**

Motion to adjourn by Julson. Seconded by Nalen. Meeting adjourned at 10:37 am.