

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

September 28, 2011

GCL Meeting Room

The regular meeting of the Germantown Community Library Board was called to order by President Joyce Nelson at 6:00 p.m. on Wednesday, September 28, 2011. **Members present:** Joyce Nelson, Darlene Vosen, Danny Ho, Claudia Butschli, Ronald Seiser. **Members absent:** Kim Musbach (exc.), Terri Kaminski (exc.) **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Vosen, Ho): Approve the agenda as published. Motion carried (5-0). MOTION (Seiser, Butschli): Approve the minutes of the August 24, 2011, meeting as printed. Motion carried (5-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of August 31, 2011: Hampel Memorial Account - \$2,066.96; Rhein Memorial Account - \$3,023.28; GCL/Rao Account - \$6,959.03; Board Savings Account - \$8,460.34; Board Checking Account - \$371.99; DML Building Fund - \$96,952.73. MOTION (Nelson, Seiser): Accept the Treasurer's Report. Motion carried (5-0).

Discussion: The patio bricks have been installed. Memorial plaques on some of the benches are missing. Vosen will get correct information from donor for replacement. The patio needed minor repairs. MOTION (Nelson, Ho) Approve payment of \$6.98 for patio repair supplies. Motion carried (5-0). There have been requests that a bench be placed near the library door. Funds from penny jar could be used for this instead of purchasing artwork, which is now provided through the Friends of GCL annual art contest. MOTION (Ho, Butschli) Use current funds from the penny jar for a bench that matches patio benches to be placed near the library door, cost not to exceed amount in the penny jar fund. Motion carried (5-0)

ACCOUNTS PAYABLE. MOTION (Ho, Vosen): Approve the schedule of operating vouchers and forward them to Village Hall for payment. ROLL CALL VOTE: President Nelson, aye; Trustee Vosen, aye; Trustee Kaminski, n/p; Trustee Ho, aye, Trustee Musbach, n/p; Trustee Butschli, aye; Trustee Seiser, aye.

BUDGET PRINTOUT. The budget printout was reviewed. Utilities are still low. This could be a result of a contract with Johnson Controls for more frequent adjustments to HVAC.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Olson reported for Kaminski. DPW is trying to resolve a long-term leak in the front vestibule. Several repair attempts have been made but the leak is still evident.

COUNTY. Vosen: The next County Library Board meeting is scheduled for October 13, 2011.

SYSTEM. Olson: The System Board approved the FY2012 system budget. System employees will receive a 2% salary increase. Reverend Krantz, a long-term member of the board, will be retiring in November.

PRESIDENT'S REPORT. Nelson: The name plaques for donor wall are still in production. Nelson and Seiser will attend the October 11 Trustee dinner.

DIRECTOR'S REPORT. Olson: Flushing mechanisms in all the building toilets have been replaced. New concrete pads have been installed by all library building exits. The retention pond will be filled with asphalt filings in an effort to eradicate an invasive species of crawfish. The sump pump discharge has been re-routed.

UNFINISHED BUSINESS

SHARE: The public utility packet for the library OPACs is still being perfected.

Cleaning Contract and Cleaning Issues: There have been improvements in communication and service, but some issues remain unresolved.

FY2012 Village Budget Update: A budget meeting between GCL and the Village Committee of the Whole is scheduled for October 6, 2011. GCL Board members are encouraged to attend.

County Budget Update: The County Budget will come up for approval in October.

NEW BUSINESS

Grievance procedure as directed by Act 10: GCL Board was informed that a grievance procedure is required by Act 10 of Wisconsin State Law. Olson presented a copy of the procedure approved for use by Village employees. MOTION (Vosen, Ho) Approve the presented procedure after changing references to the "Village Library Board" or "Village Board" to read "Library Board." Motion carried (5-0). Second reading scheduled for the October GCL Board meeting.

Plans for GCL Anniversary-2012: Trustees Ho and Nelson will spearhead a subcommittee to plan a celebration of the combined anniversaries of fifty years of library service in Germantown and ten years in the current building.

Discussion: Members of the Friends of GCL will be invited to participate. Things to consider: date, events, prizes/giveaways, funding, volunteer and donor recognition. Further discussion will be scheduled for the October GCL Board meeting.

Friday after Thanksgiving: MOTION (Ho, Seiser) GCL will be closed on the Friday after Thanksgiving but will remain open Saturday. Motion carried (5-0)

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, October 26, 2011, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:20 p.m.

Janine L. Moffitt
Administrative Assistant