

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

September 24, 2014

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 24, 2014. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Charlene Brady, Shane Daniels (arrived late), Ronald Seiser, Brenda O'Brien. **Members absent:** N/A **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Brady, O'Brien): Approve the agenda as published. Motion carried (6-0). MOTION (Brady, Seiser): Approve the minutes of the August 27, 2014, meeting as printed. Motion carried (6-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of September 24, 2014: Hampel Memorial Account - \$2,079.50; Dhein Memorial Account - \$3,040.72; GCL/Rao Account - \$6,977.45; Board Savings Account - \$5,981.19; Board Checking Account - \$700.71; DML Building Fund - \$89,843.47 [Penny Jug - \$751.24]; Building Fund CD Account - \$15,000.00. MOTION (O'Brien, Nelson): Accept the Treasurer's Report. Motion carried (7-0).

ACCOUNTS PAYABLE. MOTION (Vosen, Brady): Approve the schedule of operating vouchers and forward them to Village Hall for payment. ROLL CALL VOTE: President Nelson, aye; Trustee Vosen, aye; Trustee Daniels, aye; Trustee Brady, aye; Trustee Musbach, aye; Trustee Seiser, aye; Trustee O'Brien, aye.

Discussion: The Board discussed effects of the fiber optic internet and questioned whether or not it was active. The building's lines are ready, but GCL is waiting for MWFLS to complete its part of the installation. When the fiber optic is activated, would GCL be eligible for any discounts from Time Warner? Olson will investigate, but she has not yet received an activation date from MWFLS.

BUDGET PRINTOUT. The budget printout was reviewed.

Discussion: The Board again reviewed the utilities and discussed variables (weather, etc.) that could affect costs for FY2015.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Daniels: There have been two Village Board meetings to discuss the FY2015 budget. A third meeting will be held September 29. Though there is a \$17-20,000.00 shortfall, plans are going well.

COUNTY. Vosen: The next County Services Board Meeting will be October 30. Directors Olson and Steve Baker, Kewaskum Public Library, presented the library report at the Washington County Library Services Board Annual Meeting. Copies of the 2013 (County) Annual Report were distributed to GCL board members.

Discussion: Act 420 payments are based on actual library use and do not include ILL borrowing. Seiser asked how the distribution chart was organized, and Brady commented that there seem to be discrepancies between the column totals and individual line amounts. Olson explained that there is a specific formula based on several factors used by the County Clerk.

SYSTEM. Olson verified that Beaver Dam will not join trio but will remain a member of MWFLS.

PRESIDENT'S REPORT. Nelson: As part of the 2014 Holiday Celebration sponsor package, GCL will include bookmarks and donation brochures in the runner registration goodie bags. GCL will also be listed as a sponsor on the back of the T-shirts. Friends of GCL will display GCL history photos and information. Olson will help make the arrangements.

DIRECTOR'S REPORT. Olson: Any Trustees interested in attending the annual MWFLS dinner for library trustees should let Olson know so she can make reservations. If more than 3 members attend, public meeting notice should be posted in accordance with Wisconsin Statutes.

UNFINISHED BUSINESS

SHARE/trio Update: Information

The schedule for the database migration is:

- | | |
|----------------|---|
| November 13 | last day for patron catalog-related activity (i.e. new cards, holds, record corrections, etc.) |
| November 14-20 | checkouts will be recorded offline; no check in until after migration (materials will be stored on carts away from patron access) |
| November 9 | last day for material cataloging |

FY2015 draft Budget discussion; important dates

GCL FY2015 was submitted to the Village finance committee. There were some line increases requested. The next budget meeting is scheduled for Monday, September 29. Olson and Nelson will attend. There was discussion of the amount requested for utilities (entered by the Village Finance Officer) as it doesn't seem to reflect the logical projected needs based on 2014.

NEW BUSINESS

First reading trio Participation Agreement (includes appendices) with MWFLS: information and discussion

Discussion: The agreement draft was presented for the board members to review. Questions and concerns will be discussed at the October 22, 2014 GCL board meeting prior to a vote of approval or refusal. Brady mentioned that there is no figure entered as a base fee for maintenance. Olson will ask about a specific dollar amount. Member libraries contribute to a separate fund that is held in escrow to pay for future migrations if the automation system is changed. Daniels suggested that literature about trio be included in the holiday celebration packets. Olson will provide information from MWFLS.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, October 22, 2014, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 6:50 p.m.

Janine L. Moffitt
Administrative Assistant