

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

April 25, 2012

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, April 25, 2012. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Danny Ho, Al Vanderheiden, Claudia Butschli, Ronald Seiser. **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Musbach, Ho): Approve the agenda as published. Motion carried (7-0). MOTION (Seiser, Ho): Approve the minutes of the March 28, 2012, meeting as printed. Motion carried (7-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of March 31, 2012: Hampel Memorial Account - \$2,070.22; Dhein Memorial Account - \$3,027.04; GCL/Rao Account - \$6,963.06; Board Savings Account - \$8,465.27; Board Checking Account - \$534.56; DML Building Fund - \$96,436.23. MOTION (Seiser, Ho): Accept the Treasurer's Report. Motion carried (7-0).

Discussion: Seiser asked for explanation of \$75.00 check from Machine Knitters. Vosen/Olson explained that the knitters use the community room on a regular basis and donate funds for purchase of subscriptions for knitting magazines. No other entities donate funds for magazine subscriptions.

MOTION (Ho, Butschli) Roll over the Hampel and Dhein Memorial Accounts into six month CDs at Guaranty Bank when they expire in May, 2012. Motion carried (6 aye, 1 abstain).

Discussion: Vanderheiden asked if other banks or sources of interest had been explored. Vosen explained that research had been done several times. Six month certificates are purchased in case interest improves at another location. The funds are designated individual accounts and are to be used for purchase of children's material.

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

BUDGET PRINTOUT. The budget printout was reviewed. Olson reported that the budget salary lines that were questioned at the last meeting will be corrected. The County Capital report was not issued as that account closes at the end of April. The Village Finance Officer will investigate interest rates for deposit of the funds in a new account.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Al Vanderheiden is the new Village Board representative on the GCL Board of Trustees. Ron Seiser was reappointed.

COUNTY. Vosen: August 9, 2012 is the next scheduled meeting for the Washington County Library Services Board. Library directors will meet with the County Clerk at the end of June or early July 2012 to discuss County allocations. WCLSB held elections and a new chair person may be selected.

SYSTEM. Olson: There is a System upgrade scheduled for sometime in July. GCL will close the day of upgrade as there will be no computer access for staff or patrons.

PRESIDENT'S REPORT. No report.

DIRECTOR'S REPORT. Olson: Presented written report.

Discussion: Seiser suggested posting a notice explaining that a limited number of tax forms are provided as a courtesy by the library during tax season, which might help alleviate some of the questions from patrons. Olson will create a sign to post next year.

UNFINISHED BUSINESS

SHARE Update: Information No Report

Review of postponing 50th Anniversary plans

There is no second floor rendering available yet.

Allocation of Remaining 2011 Unexpended County Funds

Olson distributed copies of the allocations charts that were used in the March meeting and reviewed the discussion regarding remaining funds. Also presented were the total amounts that would be needed to provide for staff a one-time bonus or a one year 1% salary increase as requested.

MOTION (Seiser, Butschli) Approve a 1% staff salary increase. Motion failed. (4 opposed-3 in favor)

MOTION (Ho, Musbach) Approve a 2% one-time staff bonus. Motion carried. (2 opposed-5 in favor)

MOTION (Ho, Musbach) Allocations include a 2% staff bonus, \$15,000 into the County Book funds, and the balance to new building furnishing and equipment capital (a county line). Motion carried (7-0).

Copies of the revised Internet Use Policy were distributed.

NEW BUSINESS

Changing date of October, 2012 meeting due to WLA conference.

MOTION (Ho, Musbach) Change the October 24, 2012 meeting date to October 17 at 6:00 p.m. Motion carried (7-0)

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, May 24, 2012, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:02 p.m.

Janine L. Moffitt

Administrative Assistant