

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

December 17, 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, December 17, 2014. **Members present:** Kim Musbach (arr. 6:15), Joyce Nelson, Darlene Vosen, Charlene Brady, Shane Daniels, Ronald Seiser, Brenda O'Brien. **Members absent:** n/a **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Vosen, Brady): Approve the agenda as published. Motion carried (6-0). MOTION (Vosen, Seiser): Approve the minutes of the November 19, 2014, meeting as printed. Motion carried (6-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of December 17, 2014: Board Checking Account - \$700.71; Board Savings Account - \$5,981.67; DML Building Fund - \$79,424.15 [Penny Jug - \$867.26]; Building Fund CD Account - \$15,000.00; GCL/Rao Account - \$6,978.01; Dhein Memorial Account - \$3,042.25; Hampel Memorial Account - \$2,080.55. MOTION (Seiser, Daniels): Accept the Treasurer's Report. Motion carried (6-0).

Discussion: Seiser and Vosen will audit the treasurer's books before the January 2015 GCL Board Meeting if possible. The report is due March 1, 2015. Vosen will begin researching CD rates for the next Building Fund transfer. She will also purchase a new jar to replace the old Penny Jug.

ACCOUNTS PAYABLE. MOTION (Seiser, Daniels): 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 system migration did not affect material purchases, though some cataloging was delayed.

BUDGET PRINTOUT. The budget printout was not available.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Daniels: The Village Fire Department referendum has been put on hold.

COUNTY. Vosen: No report.

SYSTEM. Report to be included under Unfinished Business.

PRESIDENT'S REPORT. Nelson: GCL Board member suggestions for the next Holiday Parade would be welcome. Nelson handed out copies of the updated Board Goals list. Shelving and window shades have been completed.

DIRECTOR'S REPORT. Olson: Statistics reports are still unavailable from SIRSI. The system migration was completed on time, but MWFLS technicians are still working with SIRSI to correct several glitches that have appeared. Seiser suggested using circulation statistics from the first 10 months of the year to estimate November and December if the numbers aren't available before the Annual Report is due. Olson also reported that the GCL website had been hacked. Corrections were made and no confidential information was accessed.

UNFINISHED BUSINESS

trio Update: Information - combined with Director's report

Library-School District Partnership

Discussion: O'Brien stated that the School District is fine-tuning their parent/student access site before making it available from the GCL website. About 15% of school families do not have computer/internet access in their homes, and GCL could provide that for them. The Germantown School district is encouraging parents to rely on digital information in an effort to go toward less paper-driven communication. Suggestions for partnering opportunities were the upcoming Kindergarten Open House where School representatives would be available to help parents register online through the GCL access;

using the Village sign in front of GCL to advertise upcoming School events (a district representative would coordinate this with the Clerk's office); distributing School District informational flyers throughout the library; including flyers in the SRP book bags; and noting the partnership in the School Annual Report. It was also suggested that the Village Recreation Department seasonal catalog would be a good place to advertise the Kindergarten Open House.

NEW BUSINESS

Volunteer thank you gifts

MOTION (Nelson, Seiser) Provide \$100.00 from the Board checking account to fund the purchase of gifts for the GCL volunteers. Motion carried (7-0).

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, January 18, 2015, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 6:45 p.m.

Janine L. Moffitt
Administrative Assistant