

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

August 26, 2015

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, August 26, 2015. **Members present:** Kim Musbach (6:05), Joyce Nelson, Darlene Vosen, Charlene Brady, Dennis Myers, 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, Vosen): Approve the agenda as published. Motion carried (6-0). MOTION (Brady, Vosen): Approve the minutes of the July 22, 2015, meeting as printed. Motion carried (6-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of August 26, 2015: Board Checking Account - \$622.62; Board Savings Account - \$5,982.52; DML Building Fund - \$64,914.00 [Penny Jug - \$933.92]; Building Fund CD Account #1- \$15,000.00; Building Fund CD Account #2- \$15,000.00; GCL/Rao Account - \$6,978.99; Dhein Memorial Account - \$3,042.56; Hampel Memorial Account - \$2,080.76. MOTION (Seiser, Brady): Accept the Treasurer's Report. Motion carried (7-0).

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

BUDGET PRINTOUT. The budget printout was reviewed.

Discussion: Budget printout: Brady again commented on delays between the approval of paying vouchers and the actual posting in the budget report. Posting is determined by the date of the payment, which is the 10th of the month, and is not always reflected at the time of the report. The Village Finance Officer records payments.

General Ledger: Seiser questioned the amounts reported in the Library account lines 3031 and 3161 on the General Ledger Trial Balance. There is no explanation for debit or credit amounts in line 3161, or the source of the \$37,704.82 in line 3031. Seiser and Vosen questioned whether these amounts are actually GCL funds or are they 'pooled' with a Village account. Olson explained that the Village manages these accounts, and they are probably invested dollars. Musbach suggested that the debits aren't actually 'spent' dollars but may reflect fluctuations in the market, and that the debits and credits (from an accounting perspective) may be the opposite of how it reads. Seiser and Brady remarked that this isn't the first time that this question has been asked by GCL Board. Olson will ask the Village Finance Officer for a complete explanation in laymen's terms.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Myers: The Village Board has begun reviewing FY2016 budget issues.

COUNTY. Vosen: The County Library Systems Board recently met regarding the recent and future changes at MWFLS. Report to continue under Unfinished Business: TRIO/MWFLS Update.

SYSTEM. Report under Unfinished Business: TRIO/MWFLS Update.

PRESIDENT'S REPORT. Nelson: Nelson attended the August 25 County Library Systems Board Meeting. She and Olson reviewed the annual director's evaluation. The GCL Budget Committee met and a proposed budget will be presented under New Business: FY2016 Budget.

Nelson distributed copies of a 'Talking Point' list that she created, regarding the current changes in MWFLS: Jefferson County joining the Waukesha County System, Randolph joining the Southeastern Library System, and Beaver Dam operating its own automated catalog.

Discussion: Seiser asked Village Trustee Myers if the list would serve a purpose and help Village Trustees understand the issues well enough to address them if the public approached them. Vosen stated that while talking points would help GCL Board and Village Board members, the situation is very fluid and

hard to address. Myers stated that if there is no concrete information, it might be better to wait until there is more information. Vosen reminded the Board that Jefferson holdings (materials) will no longer be visible to MWFLS patrons who are used to placing their own holds on other libraries' materials, but will be made available only through the ILL process. Olson stated that patrons are already being informed of the change. The notes to the Village Board would be informational only. No final decision was stated.

DIRECTOR'S REPORT. Olson: System changes are dominating the library directors' meetings.

UNFINISHED BUSINESS

TRIO/MWFLS Update: Information

Vosen: Washington County Library Services Board discussed possible effects of the ongoing reorganization of MWFLS and the possible need for exploring options for Washington County. A letter expressing these concerns had been sent to the MidWisconsin Federated Library System Board. MWFLS, upon being informed of the WCLSB concerns and possible actions, requested that all actions be suspended until MWFLS completed its own investigation regarding a possible merger with another system or maintaining MWFLS as an independent system. A consultant from WiLS has been retained by the MWFLS Board to conduct independent research at the cost of \$15,000.00, to 'coordinate and facilitate a system merger.' MWFLS requested that Dodge and Washington County member library boards agree by September 11, 2015 to suspend all actions pending the results of the MWFLS/WiLS process, which has been given a deadline of December 2015.

Discussion:

Vosen: During the WCLSB discussion, members were informed that withdrawal by Washington County libraries from MWFLS would mean forfeit of automation maintenance funds now held in escrow, an amount of \$160,000+. Also, any change that is recommended by MWFLS would likely be determined by member library vote. If the vote is allowed as one library/one vote instead of weighted by size, Dodge County libraries would have the majority vote, even though Washington County libraries are much larger. Dodge County library needs are very different from Washington County.

Olson: Though Washington County libraries would be a desirable addition to another system, Waukesha has stated that it is not interested in expanding further after Jefferson County's move to the Waukesha County Library System. Other systems may not want all MWFLS libraries as any move will be expensive for the new system due to services it will need to provide to the new members. Dodge County currently has no active County Library Services Board.

Nelson: Nelson stated that there is no statutory requirement that counties have contiguous borders with a county in another system in order to merge, though Vosen pointed out that location benefits the ILL van delivery system, which is a benefit to library patrons.

GCLB discussed merits of having a third party conduct the merger investigation, determining that such a move provides some insurance that the recommendations will not over-benefit MWFLS. Vosen suggested that GCLB voice approval of the cessation of Washington County investigations reserving the right to protest if there is evidence that the consultant is being influenced by MWFLS. Olson stated that she has no concerns regarding this as the person hired has an excellent reputation for being unbiased and professional. The Board expressed concerns that the deadline for the recommendation from the consultant may not provide enough time for a thorough investigation. Olson stated that it can be done if all parties meet the requirements.

It was decided that GCLB agrees that MWFLS should complete its process and make a recommendation by the December 2015 deadline.

At this point, Seiser re-introduced the discussion of Talking Points for the Village Board. Myers agreed that the list presented by Nelson could be helpful to both the Village Board and the GCL Board and recommended that a letter be sent to the Village Trustees.

NEW BUSINESS

FY2016 Budget Discussion/Approval

Olson: There are very few changes from the FY2015 budget. There has been no direction from Village Hall.

Requests:

Increase of \$12,000 to \$22,000 to cover added automation expenses due to the changes at MWFLS
\$85,000 toward utilities

MOTION: (Brady, Musbach) Include a 1% staff salary increase in the budget requests. Motion carried (7-0).

Discussion: Salary increases are not usually added to the budget as the Village has expected GCL to fund increases from unexpended County dollars. Added expenses due to changes at MWFLS and possible allocation adjustments from the County may affect how the GCL Board can fund future increases.

MOTION: (Vosen, Musbach) Approve the FY2016 budget proposals as amended (salary, utility and automation increases). Motion carried (7-0).

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, September 23, 2015, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:45 p.m.

Janine L. Moffitt
Administrative Assistant