

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

August 28, 2013

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 28, 2013. **Members present:** Kim Musbach (arrived 6:10), Joyce Nelson, Darlene Vosen, Charlene Brady, Shane Daniels. **Members absent:** Ronald Seiser (exc) **Also present:** Library Director Roberta Olson; guest/library staff member Sara Hildebrand. Proper notification of the meeting had been given. MOTION (Vosen, Brady): Approve the agenda as published. Motion carried (4-0). MOTION (Vosen, Brady): Approve the minutes of the July 24, 2013, meeting and the minutes of the August 21, 2013 Budget Committee Special Meeting as printed. Motion carried (4-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of August 28, 2013: Hampel Memorial Account - \$2,076.92; Dhein Memorial Account - \$3,036.85; GCL/Rao Account - \$6,972.34; Board Savings Account - \$7,476.51; Board Checking Account - \$381.37; DML Building Fund - \$124,283.93. MOTION (Nelson, Brady): Accept the Treasurer's Report. Motion carried (4-0).

ACCOUNTS PAYABLE. MOTION (Brady, 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, n/a.

BUDGET PRINTOUT. The budget printout was reviewed. Olson corrected the number of security stickers purchased from 30,000 to 300,000.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. FY2014 Budget discussions are beginning.

COUNTY. Vosen: Copies of the Washington County Library Service annual report were distributed in mailed Board packets. The deadline for requests for Act 420 library compensation was July 1. Two libraries were denied payment due to untimely requests. All requests are verified by the County Clerk before submission for payment approval. The County will implement a 1% budget decrease.

SYSTEM. Olson: System Director Sue Cantrell proposed some changes in the MWFLS budget that will result in libraries being charged for some services that have been provided by MWFLS. Most library budgets have been formulated and the System Board questioned the timeliness of these changes and the effect on those budgets. GCL may have to make budget adjustments if the changes are implemented.

PRESIDENT'S REPORT. Nelson: A special Budget Committee meeting was held August 21, 2013. The performance evaluation data was reviewed August 22, 2013.

DIRECTOR'S REPORT. Olson: Statistics for 2013 circulation including Overdrive use were discussed. Overdrive use is not included when calculating circulation compensation. Vosen pointed out that the circulation numbers from the first six months of 2013 are almost the same as those from the entire first year of service in the present building.

UNFINISHED BUSINESS

SHARE/MWFLS Update: Information

Olson: The most recent System upgrade was successful. A cataloging tool upgrade is being repaired.

UNFINISHED BUSINESS (continued)

50TH ANNIVERSARY CELEBRATION PLANNING

Nelson reminded the GCL Board members of the celebration timeline. She encouraged members to approve sponsorship participation in the 2013 Holiday Celebration. Vosen reminded the Board that this event marks the beginning of the FofGCL's largest fund raising project and the organization's participation in the anniversary celebration would be affected.

MOTION (Musbach, Brady) Approve \$1500.00 to be taken from the Board savings account to cover the costs of GCL anniversary celebration and sponsorship in the 2013 Germantown Holiday Celebration.

Motion carried (5-0) [9/25/13 corrected 4-1 (abstain)]

NEW BUSINESS

FY2014 Budget discussion and approval to forward to Finance Office

MOTION (Nelson, Musbach) Approve the Budget for submission as presented. Motion carried (5-0).

Library Board Goals: FY2013-2014: Discussion

GCL Board discussed completion of previous goals and the need to continue working on those goals still incomplete. Discussion will be continued to the September 25, 2013 GCL Board meeting.

Library Director Goals: FY 2013-2014

Discussion will be continued to the September 25, 2013 GCL Board meeting.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, September 25, 2013, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:35 p.m.



Janine L. Moffitt
Administrative Assistant