GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING
July 27, 2016
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, July 27, 2016. **Members present:** Joyce Nelson, Dennis Myers, Charlene Brady, Ronald Seiser, Kim Musbach, Darlene Vosen, Brenda O'Brien. **Members absent:** None. **Also present:** Library Interim Director Trisha Smith, GCL staff member Sara Hildebrand, GCL staff member Stephanie Reister. Proper notification of the meeting had been given. MOTION (Vosen, Brady): Approve the agenda as published. Motion carried (7-0). MOTION (Brady, Musbach): Approve the minutes of the June 22, 2016 regular meeting. Motion passed (7-0). MOTION (Musbach, Seiser): Approve the minutes of the July 13, 2016 search committee meeting. Motion passed (7-0).

PUBLIC INPUT. None.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of July 27, 2016: Board Checking Account - $663.98; Board Savings Account - $5,983.52; DML Building Fund - $36,503.66 [Penny Jug - $1,113.91]; Building Fund CD Account #1- $15,000; Building Fund CD Account #2- $15,000; Building Fund CD Account #3- $15,000; Building Fund CD Account #4- $15,000; GCL/Rao Account - $6,980.17; Dhein Memorial Account - $3,042.86; Hampel Memorial Account - $2,080.97. MOTION (Seiser, Vosen): Accept the Treasurer's Report. Motion carried (7-0). Vosen: Donations were given for two new bricks for the outside Children's Patio. The "2016 Balance to apply to future brick orders" line listed on the Treasure's Report has now been used up and will be removed from the report. A deposit for the GCL Book Sale went in and out of the checking account. A fourth CD in the amount of $15,000 was purchased to be rolled over in 13 months.
ACCOUNTS PAYABLE. MOTION (Vosen, Musbach): Approve the schedule of operating vouchers for July and forward them to Village Hall for payment. ROLL CALL VOTE: President Nelson, aye; Trustee Myers, aye; Trustee Brady, aye; Trustee Seiser, aye; Trustee Musbach, aye; Trustee Vosen, aye; Trustee O'Brien, aye.
BUDGET PRINTOUT. The budget printout was reviewed. Smith will look into the negative amount in line 10-551-530-3665 (Computer Service – County).

REPORTS

VILLAGE/COUNTY/SYSTEM. None.
VILLAGE. None.
COUNTY/SYSTEM. Vosen: The Washington County Library Board met on July 6 and approved the merge between the Mid-Wisconsin Federate Library System and the Eastern Shores Library System. The meeting on August 18 will focus primarily on the 2017 budget.
PRESIDENT'S REPORT. Nelson: The replacement plaques for the patio benches have arrived. Public works will be contacted to install them.
DIRECTOR'S REPORT. Smith: Next week is the last week of Summer Reading Programs and the Young Adult Reading Program. Children up to sixth grade can still turn in their reading logs until August 31. Over 1,000 children have currently signed up for the program. The library is currently working on installing five new laptop computers and installing Microsoft Office on the seven internet stations near the reference desk. Due to high school graduation, two new pages will be hired in August.

UNFINISHED BUSINESS

TRIO/MWFLS Update: Smith: County boards are currently in the process of approving the merger between the Mid-Wisconsin Federated Library System and the Eastern Shores Library System. Dodge County approved the merge on July 19 and Washington County will vote on August 9. Ozaukee and

Sheboygan counties will be voting in either late August or early September. The MWFLS library directors will have a joint meeting with the Eastern Shores library directors on August 10. At the meeting there will be discussions involving creating new committees and future training dates for staff.

NEW BUSINESS

Library Director Committee Update: The top three candidates for the library director position have been contacted to return background forms. The library has received all three forms. Mike Galhausen, the interim director of MWFLS, has provided feedback on the applications. The search committee will meet again in early August.

Future Approval of Time Card for Library Director Position: Dave Schornack, the administrator for the Village of Germantown, contacted the library regarding the approval of the library director's time card. In the past, he has approved the time card but wanted the board to discuss if it should be handled differently in the future. MOTION (Seiser, Vosen): Proper documentation of the library director's time card sufficient to meet the needs of the library board president will be submitted bi-weekly. Any differences in opinion regarding this issue should to be taken up with the full library board at the next scheduled library board meeting. Motion carried (6-1).

Election of Officers: President, Vice-President, Treasurer:

Nominated for President: Joyce Nelson; Nominated for Vice President: Ronald Seiser; Nominated for Treasurer: Darlene Vosen. MOTION to accept (Brady, Seiser). Motion carried (7-0).

Discussion and possible action regarding the FLAS (Fair Labor Stands Act) Final Rule to Update the Regulations Defining the Delimiting the Exemption for Executive, Administrative, and Professional Employees:

Adjourn to Closed Session: Germantown Community Library Board was called to closed session by President Joyce Nelson at 6:47 p.m. on Wednesday, July 27, 2016.

Re-Enter Open Session: Germantown Community Library Board was called to re-enter open session by President Joyce Nelson at 7:17 p.m. on Wednesday, July 27, 2016.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, August 24, 2016, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:19 p.m.

Patricia A. Smith
Interim Director