

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

December 14, 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, December 14, 2016. **Members present:**, Joyce Nelson, Charlene Brady, Dennis Myers, Brenda O'Brien, Ron Seiser, Darlene Vosen. **Members absent:** Kim Musbach (exc.) **Also present:** Library Director Trisha Smith, Admin Asst Connie Lloyd. Proper notification of the meeting had been given.

MOTION (Brady, Myers): Approve the agenda as published. Motion carried (6-0).

MOTION (Brady, O'Brien): Approve the minutes of the November 16, 2016, meeting as printed. Motion carried (6-0).

PUBLIC INPUT: None.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of December 14, 2016: Board Checking Account - \$2,017.03; Board Savings Account - \$5,983.82; DML Building Fund - \$36,653.99 [Penny Jug - \$1,259.64]; Building Fund CD Account #1- \$15,000.00; Building Fund CD Account #2- \$15,000.00; Building Fund CD Account #3- \$15,000.00; Building Fund CD Account #4- \$15,000.00; GCL/RAO Account - \$6,980.51; Dhein Memorial Account - \$3,042.86; Hampel Memorial Account - \$1,303.64 (\$800.00 withdrawn and placed into checking account per last month motion). MOTION (Seiser, Myers): Withdraw \$1500.00 from Dhein Memorial Account for children books. Motion carried (6-0). MOTION (Myers, O'Brien): Accept the Treasurer's Report with change of dates on Dhein CD Account' from 2015 to 2016. Motion carried (6-0).

ACCOUNTS PAYABLE. MOTION (Brady, 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 Seiser, aye; Trustee O'Brien, aye.

BUDGET PRINTOUT. The budget printout was not available due to date of meeting.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Myers. None.

COUNTY. Vosen. Next meeting will be in January.

SYSTEM. Smith. System merger/conversion is on schedule as planned. Overdrive is working. The BookMyne app (SIRSI product) will be replaced with a new product. The available date is unknown at this time.

PRESIDENT'S REPORT. Nelson. The 'Tax Interception of Library Fines & Fees Committee' meeting is scheduled for 1/4/17. Trisha will prepare the agenda and post as required. There will be no salary changes to the Children's Librarian position and it will remain a salaried position at this time. The 2017 Germantown Christmas Festival will be 11/11/17 and have a Veteran's Day theme. The library staff are considering hosting a children's craft room during the event.

DIRECTOR'S REPORT. Smith. The new library website and Facebook page will be live 12/16/16. There will be two new book clubs starting in January. Staff is looking into additional children's programs for 2017.

UNFINISHED BUSINESS

FY 2017 BUDGET. The library budget was finalized at the Village meeting on November 21, 2016. A copy of the final budget was distributed.

ACT 420 STATEMENT APPROVAL. Updated wording for publications was handed out. Suggestion to bold one line. MOTION (Seiser, Vosen): Approve and distribute ACT 420 Statement with suggested format change. Motion carried (6-0).

FGCL 2016 ART PURCHASE AWARD. MOTION (Vosen, Nelson). Accept the FGCL first place art contest donation to be hung permanently in the library. Motion carried (6-0).

NEW BUSINESS

VOLUNTEER CHRISTMAS GIFTS. MOTION (Seiser, Nelson): Approve reimbursement of staff expenses for volunteer Christmas gifts. Motion carried (6-0).

STAFF NAME TAGS. Defer to January meeting.

ANNOUNCEMENTS

The next regular meeting of the Library Board will be Wednesday, January 25, 2017, in the Germantown Community Library meeting room.

Connie J. Lloyd
Administrative Assistant
Germantown Community Library

ADJOURN TO CLOSED SESSION

MOTION (Vosen, Seiser): The Germantown Community Library Board was called to closed session by Nelson at 6:42 p.m. for the discussion of an appointment of an Interim Director.

MOTION (Vosen, Brady): The Germantown Community Library Board was called to re-enter open session by Nelson at 7:01 p.m.

MOTION (Brady, Vosen): The Germantown Community Library Board authorizes the appointment of Germantown Community Library staff member and Administrative Assistant, Connie Lloyd, as Interim Director while the Library Director, Patricia Smith, is on Family Medical Leave. ROLL CALL VOTE: President Nelson, aye; Trustee Vosen, aye; Trustee Myers, aye; Trustee Brady, aye, Trustee Seiser, aye; Trustee O'Brien, aye.

Meeting adjourned at 7:05 p.m.

Respectfully submitted
Patricia A. Smith
Library Director
Germantown Community Library