GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING
June 28, 2017
GCL Community Room

The regular meeting of the Germantown Community Library Board was called to order by President Joyce Nelson at 6:03 p.m. on Wednesday, June 28, 2017. **Members present:** Joyce Nelson, Dennis Myers, Charlene Brady, Ron Seiser, Darlene Vosen, and Kim Musbach. **Members absent:** Brenda O'Brien (unexc.) **Also present:** Library Director Trisha Smith, Admin Assistant Connie Lloyd. Proper notification of the meeting had been given.
MOTION (Myers, Vosen): Approve the agenda as published. Motion carried (6-0).
MOTION (Myers, Brady): Approve the minutes of the May 24, 2017 meeting as printed. Motion carried (6-0).

PUBLIC INPUT: None.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of June 28, 2017: Board Checking Account - $2,451.56; Board Savings Account - $5,280.09; DML Building Fund - $36,705.20 [Penny Jug - $1,301.42]; Building Fund CD Account #1- $15,607.74; 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 - $6,981.74; Dhein Memorial Account - $1,576.10; Hampel Memorial Account - $1,303.64. The balance as of 6/28/17 for designated funds in the checking account include 1,235.36 for the SRP, $1,053.39 for books and materials. MOTION (Seiser, Musbach): Renew CD #4 for 6-13 months based on the best interest rate. Motion carried (6-0).
MOTION (Seiser, Myers): Accept the Treasurer's Report as printed. Motion carried (6-0).
ACCOUNTS PAYABLE. MOTION (Vosen, Brady): Approve the schedule of operating vouchers 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. MOTION (Nelson, Myers): Approve 'Request for Funding from GCLB Checking Account' for payment of $2,294.33. Motion carried (6-0).
BUDGET PRINTOUT. The June 2017 report and the Village Capital Projects Fund General Ledger Trial Balance were provided. The 'Utilities' were included this month.

REPORTS

VILLAGE/COUNTY/SYSTEM.
VILLAGE. Myers. Dave Schornack is retiring in July. DPW Director, Larry Ratayczak, will be Interim Village Administrator.
COUNTY. Vosen. None. The next meeting is August 17, 2017.
SYSTEM. Smith. The Monarch Library System Board of Trustees approved payment for system activities to be held at Horicon and Saukville. Smith attended the Monarch Library Directors meeting on June 8th. Directors voted on a Moratorium for new items. It was voted down. Amy Bartell, Monarch System Director, will attend the GCL July 26 Board meeting. Smith will be the Director's liaison at the Monarch Library System Board meeting in July.
PRESIDENT'S REPORT. Nelson. Provided a copy of a thank you letter that was sent to the ROSS store for their cash donation to the Summer Reading Program and a thank you to Dennis Myers for the donation of new library staff name badges. In lieu of financially sponsoring the Germantown Christmas Parade this year, the Library will host kids crafts in the story room after the parade.
DIRECTOR'S REPORT. Smith. May statistics were provided. New patron registrations and Overdrive circulation increased over this same period in 2016. Regular circulation was stable from last year. Summer Reading Programs for children, young adults and adults began June 6. All adult and young adult prizes have been donated. MOMS Club Germantown-West will be hosting a children's author visit on July

8 with proceeds benefitting the Library. They have setup a 'Go Fund Me' page for donations to the Library children's area. They will also collaborate with the 'Early Literacy Open House' event on September 9. An update on the DVDs shelving project was given. The Library hired three replacement 'Page' positions. A UW-Milwaukee Intern and GHS student will be working over the summer on special projects.

UNFINISHED BUSINESS

INTERCEPTION OF LIBRARY FINES AND FEES. The database cleanup project for fines and expired patrons has begun. An update of progress was given.

STAFF NAME TAGS. The new library staff name tags donated by Trustee Myers were displayed for the Board. We have received positive feedback from patrons and staff.

NEW BUSINESS

ACCEPTABLE LIBRARY BEHAVIOR POLICY. First reading was held with proposed changes by Smith. The second reading will be held in July.

CELL PHONE POLICY. First reading was held with proposed change by Smith to incorporate updated content into the 'Acceptable Library Behavior Policy' and eliminate this policy. The second reading will be held in July.

Meeting adjourned at 7:24 p.m.

ANNOUNCEMENTS

The next regular meeting of the Library Board will be Wednesday, July 26, 2017, in the Germantown Community Library meeting room.

Respectfully submitted,

Connie J. Lloyd
Administrative Assistant
Germantown Community Library