

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

January 26, 2011

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, January 26, 2011. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Danny Ho, Terri Kaminski, Claudia Butschli, Ronald Seiser. **Members absent:** none **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Musbach, Butschli): Approve the agenda as published. Motion carried (7-0). MOTION (Musbach, Seiser): Approve the minutes of the December 15, 2010, meeting as printed. Motion carried (7-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of January 26, 2011: Hampel Memorial Account - \$2,062.85; Rhein Memorial Account - \$3,017.15; GCL/Rao Account - \$6,949.52; Board Savings Account - \$7,860.34; Board Checking Account - \$1,050.00; DML Building Fund - \$93,218.39. MOTION (Ho, Butschli): Accept the Treasurer's Report. Motion carried (7-0).

Discussion: Vosen noted individual checks from donations and matching grants. Windhover Foundation is an employee matching grant from Quad Graphics. Funds to match receipts for volunteer holiday gifts have been deposited in the Board checking count and will be paid back to the GCL volunteer coordinator.

MOTION (Kaminski, Ho) Approve payment for volunteer holiday gifts. Motion carried (7-0).

Trustee Ron Seiser will review Board accounts with Vice President Vosen before the February 2011 meeting.

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

Discussion: Olson will notify Village Finance Director that any bills for zeroed out budget lines should be paid from 2010 Village Funds available. The February Board agenda will include discussion of Chap. 43 directives regarding library appropriation of unspent municipal dollars.

BUDGET PRINTOUT. The budget printout was reviewed.

Discussion: Olson presented budget printouts ending December 31, 2010 and January 31, 2011. End of year fines and fees came close to projections; revenue was slightly higher than projected.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. No report.

COUNTY. Vosen : The latest quarterly distribution was exceptionally high due to increased circulation. Vosen reminded the Board that the new Hartford Library could have an impact on Germantown non-resident patron use and might impact County circulation distribution in late 2011/early 2012. Olson: League of Municipalities is urging legislation to institute change to Chap. 43, eliminating mandated municipal maintenance of effort obligation. This could seriously affect library funding.

SYSTEM. Olson. Mid-Wisconsin will be hiring a new IT technician to fill a current vacancy. Service has not been noticeably deficient. The System is contemplating a move from OCLC to a new catalog record source.

PRESIDENT'S REPORT. Nelson visited the new Hartford Library site. Construction has begun but has slowed for winter.

DIRECTOR'S REPORT. Olson: The broken window was replaced and removed due to an error in the tint color. A new replacement is on order. Energy Grant changes are being installed including a new starter (Variable Frequency Drive [VFD]) for the HVAC that will enhance efficiency. Olson has been informed that it is not yet working correctly. Ho reported that a proposed solar panel was not accepted.

UNFINISHED BUSINESS

SHARE UPDATE: No

WISCONSIN PUBLIC LIBRARY STANDARDS 5th EDITION

A special meeting will be held February 9th at 6:00 p.m. to discuss questions posed in the document. Olson recommended that the board review and decide whether level of standards quantitative measure will be based on GCL's municipal or service population. GCL was built to meet needs of the municipal population, but outlying areas are being served as well. A decision regarding what GCL's level of service goal should be: basic, moderate, enhanced, excellent. This survey serves as a guideline only.

NEW BUSINESS

Washington County Library Service: What is it?

A copy of the contract for Washington County Library Services is included in the GCL board folders. Olson reviewed the history of WCLS and what it does for GCL.

Established through a cooperative effort between the County Board of Supervisors, library directors, municipalities and the public. State law describes tax limits that can be levied against unserved residents for library services. WCLS is a part of and is supervised by the County Board.

Funding from the County is based on Circulation

County Library contract Provisions include:

Capital Offset: Allocations are based on library building square footage. Funds can only be used for capital expenditures matched by municipal funds.

Shared Services: Funds a Resource Library; pays for 50% of library automation costs; pays 50% of a Book/DVD lease program; provides salaries for community outreach staff, materials and delivery vehicle leases as well as 100% of T-1 line costs.

Inter-County Payments: Act 420 payments to other counties (unserved patrons who use out-of-county libraries due to proximity).

Statement of System Effectiveness-Annual Report

GCL Board needs to determine if and what response will be sent. Olson stated that the System is meeting library needs though communication with the System director is often challenging. The System Board is seeking ways to improve service.

Olson will use previous statements as a guideline for preparing this year's statement. A copy will be submitted to the GCL Board for approval.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, February 23, 2011, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:25 p.m.

Janine L. Moffitt
Administrative Assistant