

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

April 27, 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, April 27, 2011. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Danny Ho, Terri Kaminski, Ronald Seiser. **Members absent:** Claudia Butschli (exc.) **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Kaminski, Ho): Approve the agenda as published. Motion carried (6-0). MOTION (Ho, Vosen): Approve the minutes of the March 23, 2011, meeting as printed. Motion carried (6-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of March 31, 2011: Hampel Memorial Account - \$2,062.85; Dhein Memorial Account - \$3,017.15; GCL/Rao Account - \$6,953.81; Board Savings Account - \$7,865.19; Board Checking Account - \$1,060.47; DML Building Fund - \$96,390.39. MOTION (Musbach, Ho): Accept the Treasurer's Report. Motion carried (6-0).

MOTION: (Kaminski, Nelson) Rollover Dhein Memorial and Hampel Memorial CDs at Guaranty Bank for another 6 months at best interest rate available. Motion carried (6-0)

ACCOUNTS PAYABLE. MOTION (Musbach, 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, n/p; Trustee Seiser, aye.

BUDGET PRINTOUT. The budget printout was reviewed.

Discussion: Higher utility bills in March were countered by lower April bills. The May budget report should reflect the distribution of unexpended 2010 County dollars.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Kaminski will obtain and present a copy of the current cleaning contract. Building and Maintenance Supervisor Larry Heft will retire at the end of April. His position may be redefined. Now is the time to review Library needs. Olson requested that Library needs continue to be considered respectfully and responded to in a timely manner.

COUNTY. Vosen : At the April 14 meeting, the County Library Board discussed a proposed 10% county budget cut by the state that would impact dollars allocated to library systems. The County Library Board is a strong supporter of all county libraries and encourages strong support from municipalities. Unknown budget cuts could impact how much support the County will be able to provide. The August meeting will include more budget discussions.

A corrected copy of the Washington County Library circulation statistics/comparison chart was reviewed. The Board discussed possible loss of some circulation from town of Erin, Jackson and county residents north of Hartford to the new Hartford Public Library.

SYSTEM. No report.

PRESIDENT'S REPORT. Nelson : Copies of the thank you letter sent to Dr. and Mrs. Kailas Rao for their donation were distributed. Nelson announced that she was reappointed to the library board for another term.

DIRECTOR'S REPORT. Olson : WIFI use reached 345 for the month of March. The state does not recognize this as a countable statistic, but it reflects an increase in overall library traffic. The Summer Reading Program planning and preparation is nearly completed. Local businesses are being very generous in providing rewards for the Young Adult program. Olson's Public Librarian Certificate was renewed by the Wisconsin Department of Public Instruction. Copies of articles regarding the growing popularity of eBooks were distributed. Olson also presented information regarding contacting State legislators in support of retaining §Chapter 43 Maintenance of Effort.

UNFINISHED BUSINESS

SHARE : No report

Appraisal Schedule : All Board members have submitted their appraisals to Nelson. She will compile the information. Review will be held in closed session at a later date.

NEW BUSINESS

Legislative Update/Preliminary FY2012 Budget Scenarios

Discussion: Governor has introduced a budget bill to the State Legislature that includes eliminating §Chap 43 mandated Maintenance of Effort for municipalities. As currently written, if a municipality does not allocate the average of the past three years' funding to a library's budget, a library cannot be a member of a library system. This change could necessitate budget cuts to maintain operations with a resulting deterioration in service to patrons.

Questions raised for consideration:

Does Germantown Village Board recognize the library's value to the community?

What information can the GCL Board provide to illustrate?

How are comparable local library budgets allocated and what services do they provide?

Vosen presented a GCL budget summary covering the past 7 years, which includes circulation, Village support and County revenue.

What differences between Germantown and other communities dictate how the library is used and regarded?

Menomonee Falls was discussed as a measuring stick, but was discounted as it is funded differently, is a larger community, and has a much larger municipally funded budget. Olson will compile statistics from local libraries of similar size and circulation to GCL, but will include info from Menomonee Falls for contrast. She will also compile a 'cost per circulation' and 'cost per program' comparison chart.

What goals does the Village have to promote itself? Can the library be a part of that?

Some possible points to present to Village Finance committee for FY2012 Budget discussion and consideration include:

GCL is a service, not a business, and does not operate as a profit maker

Based on recent statistics, GCL provides service above most basic level of standards, but is understaffed.

A decrease in the budget would mean a decrease in services, resulting in possible lower circulation and less funding from the County, which uses circulation as one element when determining the amount allocated to each library.

Statistics show that Germantown is successfully meeting its mission. Determining what services to alter due to budget cuts could affect that success. Four basic elements help determine the quality of service:

Space, staff, materials and hours of operation

Library Survey

Copies of previously conducted surveys were distributed but were determined to be irrelevant

Nelson asked the Board to consider what information the survey should elicit

Discussion: Who would participate? Would the number of responses be a good representation of the population?

Why would we conduct a survey? Preparation and effort involved outweigh the value of the results.

Board agreed unanimously that the survey would not be a valuable evaluation tool at this time.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, May 25, 2011, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:15 p.m.

Janine L. Moffitt
Administrative Assistant