GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING
November 28, 2012
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, November 28, 2012. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Danny Ho, Shane Daniels, Claudia Butschli, Ronald Seiser. **Also present:** Library Director Roberta Olson, Architectural Designer Matthew Kerr. Proper notification of the meeting had been given. MOTION (Vosen, Ho): Approve the agenda as published. Motion carried (7-0). MOTION (Seiser, Ho): Approve the minutes of the October 17, 2012, meeting as printed. Motion carried (7-0). There was no public input.

MOTION: (Ho, Musbach) Move the presentation by Matthew Kerr from Unfinished Business to top of agenda. Motion carried (7-0)

Discussion: Kerr, a member of Zimmermann Architectural Design firm, presented examples of renderings he has created for other projects. He explained that he would present the GCL second floor and main staircase rendering as basic concepts with as few design elements as possible. He has agreed that he could accomplish the project for under $1,000.00. The rendering will be presented at the February 27, 2013 GCL Board meeting for review with final approval scheduled for the April 24, 2013 meeting.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of November 27, 2012: Hampel Memorial Account - $2,074.86; Dhein Memorial Account - $3,033.83; GCL/Rao Account - $6,967.15; Board Savings Account - $8,470.26; Board Checking Account - $519.56; DML Building Fund - $98,473.27. MOTION (Ho, Seiser): Accept the Treasurer's Report. Motion carried (7-0).

Discussion: Creative Brick has modified their initial required deposit from $200.00 to $24.00. GCL paid $200.00 when this account was opened. New GCL brick orders will be credited by Creative Brick from that deposit until there is a balance of $24.00. The ledger will be modified to reflect this as a pre-paid balance. Two patio benches are missing their attached donor plaques, possibly from vandalism. Replacement is estimated at $50.00 each from Upbeat, the original vendor. Vosen would like to ask National Trophy for an estimate for replacing the engraved plaques and also get advice for attaching the plaques more permanently from GCL Dept. of Public Works. MOTION: (Seiser, Ho) Approve replacement of the plaques at a cost of up to $150.00 at Vosen's discretion. Motion carried (7-0). Vosen is tracking the dollar amount of individual donors participating in the WE Energies matching grant program. Four regular donors are approaching $500.00 total, which would qualify them for recognition plaques. She will also contact WE Energies to offer a plaque of recognition for the company contributions.

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

BUDGET PRINTOUT. The budget printout was reviewed.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Daniels reported that there will be no salary increase or bonus for unrepresented village employees. GCL Board will make an independent decision regarding library staff. The Village Board has been approached on phasing in funding for the library second floor to the Capital budget. The FY2013 Village budget was passed November 19, 2012.

COUNTY. Vosen: The next County Library Services Board meeting is scheduled for January.

Olson: The County FY2013 budget passed with 0% levy increase and no decrease to library funding. All county funds for FY2012 have been distributed. Musbach questioned a perceived discrepancy between GCL budget expenditures and the distribution of the County allocations. Olson explained the variables involved between the estimated allocations used in the budget and the actual amounts, including the possibility of County carryover dollars.

SYSTEM. No report.

PRESIDENT'S REPORT. No report.

DIRECTOR'S REPORT. Olson: GermantownNow, the local news source, published an article about the library workday as experienced by one of the publication's reporters. The article was a very positive reflection on the services provided and the effort required to provide them. Nine new computers were purchased by FofGCL and have been installed by MWFLS IT personnel. Friends of GCL have always purchased all computers for GCL; no Village or County dollars have been spent on these purchases. During the inspection to determine how to install a panic button linked to the GT Police Department from the GCL reference desk, it was discovered that the existing button located at the Circulation Desk was disconnected and has been inoperable for an undetermined length of time. DPW is currently investigating whether the existing connection will work before installing an additional location. Once a bid for installation is received, GCL Board Trustee Ho will review and compare to costs of the existing link. DPW will also perform regular checks on the system once it is in place.

UNFINISHED BUSINESS

SECOND FLOOR RENDERING INFORMATION AND DISCUSSION: Moved to top of agenda.

FY2013 Budget: Information : Reported under Village and County

NEW BUSINESS

2013 Library Board Meeting Dates: Discussion and possible approval

MOTION (Vosen, Butschli) Approve Board Meeting dates as presented. Motion carried (7-0).

January 23, 2013	May 22, 2013	September 25, 2013
February 27, 2013	June 26, 2013	October 30, 2013
March 27, 2013	July 24, 2013	November 20, 2013
April 24, 2013	August 28, 2013	December 18, 2013

2013 Holidays :Discussion and possible approval

MOTION (Ho, Nelson) Add March 30, 2013 to GCL Holiday closed days. Motion carried (7-0).

MOTION (Vosen, Musbach) Add July 5, 2013 to GCL Holiday closed days. Aye: Vosen, Musbach. Nay: Seiser, Ho, Nelson, Daniels, Butschli. Motion failed.

Discussion: Olson has been asked to report any patron or staff approval or complaints about the modified holiday calendar.

MOTION (Musbach, Ho) Accept Holiday schedule as modified. Motion carried (7-0).

January 01, 2013	September 02, 2013
March 29-30, 2013	November 28-29, 2013
May 27, 2013	December 24-25;31, 2013
July 04, 2013	

Acceptance of gift from the Friends of the Library: first place winner of annual Purchase Art Contest

MOTION (Butschli, Ho) Move to accept the Art Award winner from the FofGCL. Motion carried (7-0).

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, December 19, 2012, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:35 p.m.

Janine L. Moffitt
Administrative Assistant