

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

October 17, 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, October 17, 2012. **Members present:**, Joyce Nelson, Darlene Vosen, Danny Ho, Shane Daniels, Claudia Butschli (arrived 6:05). **Members absent:** Kim Musbach (exc.), Ronald Seiser (exc.) **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Vosen, HO): Approve the agenda as published. Motion carried (4-0). MOTION (Ho, Vosen): Approve the minutes of the September 26, 2012, meeting as printed. Motion carried (4-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of October 17, 2012: Hampel Memorial Account - \$2,072.80; Dhein Memorial Account - \$3,030.81; GCL/Rao Account - \$6,966.52; Board Savings Account - \$8,469.49; Board Checking Account - \$519.56; DML Building Fund - \$98,233.07. MOTION (Ho, Butschli): Accept the Treasurer's Report. Motion carried (5-0).

Discussion: The part for the patio bench has been delivered but is not yet installed. Vosen will withhold payment until after installation. She presented an invoice for one memorial patio brick. MOTION (Ho, Nelson) Approve payment of brick order. Motion carried (5-0) The Dhein Memorial and Hampel Memorial CDs are up for renewal in November. MOTION (Ho, Nelson) Allow Dhein Memorial and Hampel Memorial CDs to roll over at Guaranty Bank. Motion carried (5-0)

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 Daniels, aye; Trustee Ho, aye; Trustee Musbach, n/p; Trustee Butschli, aye; Trustee Seiser, n/p.

BUDGET PRINTOUT. The budget printout was reviewed.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Daniels reported that the basic operating budget has been reviewed with no changes proposed. He asked if the GCL second floor was in the capital budget. Olson replied that it was on the 20-year capital plan from August 2012 for consideration in 2013. Daniels stated that capital expenditures had not been reviewed, but that the second floor did not appear to be up for discussion. Olson said that it can be resubmitted if necessary. The GCL Board discussed the possibility of requesting funds in stages as the process for adding the second floor progresses. Daniels will research and inform the GCL board of the status.

COUNTY. Vosen : The next County Library Services Board meeting is October 18, 2012. The FY2013 budget will be announced and 4th quarter allocations distributed.

SYSTEM. Olson: The new MWFLS system director is Sue Cantrell, former director of the West Bend Library. She will assume the position November 5, 2012.

Olson presented a letter from Lakeshores System Administrator Kristin Hewitt regarding shared Systems technical services. MWFLS has been paying half of the Lakeshores technician salary for half-time services since the resignation of one MWFLS technician. The former MWFLS Director did not fill that vacated position, and MWFLS has subsequently lost a second technician. The MWFLS Board is currently reviewing the open MWFLS technician position job descriptions to post for hiring. Hewitt proposes that MWFLS and Lakeshores no longer share the system services technician, and that MWFLS pay for both services provided and mileage accrued by the technician on an "on call" basis. Hewitt has been supportive of merging Lakeshores and MWFLS into one system.

PRESIDENT'S REPORT. Nelson: Nelson, Olson, Butschli and Musbach attended the annual Trustee's Dinner. The speaker was very engaging. FofGCL held their annual meeting and announced the winner of the Art Contest. Wisconsin author Leslie Kagan was the guest speaker. The reconstruction of the donor

brick patio is nearly completed. DPW replaced the tree used for Germantown's annual Christmas Tree Lighting. FofGCL will open the annual basket sale on November 10, 2012 during the Germantown Christmas Festival.

DIRECTOR'S REPORT. Olson: 2013 Summer Reading Program plans are already underway. Olson and GCL children's librarian Stephanie Riester will be attending WLA the week of October 22-27.

UNFINISHED BUSINESS

SHARE

The system upgrade was completed without the need for a system shutdown. Vosen asked how much longer the extant contract with SIRSI/Dynix is in effect. Olson replied that it was recently renewed for four more years, though time for review will be approaching. MWFLS maintains an escrow account to fund a replacement automation system when needed.

Second floor rendering: information and discussion

Trustee Ho has supplied the architect/artist with original blueprints and photographs of GCL. He is hoping that the artist will attend the November GCL Board meeting.

FY2013 Budget: discussion/information

The final hearing for the FY2013 Village budget will be held November 19, 2012 at Village Hall. Olson asked Daniels if there had been any discussion of salary increases for unrepresented employees. She suggested that the GCL Board consider granting a percentage bonus for library staff like they gave in 2012, stating that it's been four years since unrepresented employees received an actual salary increase.

NEW BUSINESS

No new business

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, November 28, 2012, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 6:50 p.m.

Janine L. Moffitt
Administrative Assistant