

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

January 23, 2013

GCL Meeting Room

The regular meeting of the Germantown Community Library Board was called to order by President Joyce Nelson at 6:02 p.m. on Wednesday, January 23, 2013. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Danny Ho, Shane Daniels, Claudia Butschli, Ronald Seiser. **Members absent:** n/a **Also present:** Library Director Roberta Olson, Architectural Designer Matthew Kerr. Proper notification of the meeting had been given. MOTION (Daniels, Ho): Approve the amended agenda as published. Motion carried (7-0). MOTION (Musbach, Butschli): Approve the minutes of the December 19, 2012, meeting as printed. Motion carried (7-0).

Public input: Architectural Designer Matthew Kerr presented first drafts of the proposed second floor renderings. Board members were invited to review the drawings for further discussion at the February 28, 2013 GCL Board meeting.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of January 23, 2013: Hampel Memorial Account - \$2,074.86; Dhein Memorial Account - \$3,033.83; GCL/Rao Account - \$6,968.31; Board Savings Account - \$8,471.68; Board Checking Account - \$519.56; DML Building Fund - \$123,635.89; Penny Jug (funds deposited in Building Fund account) - \$385.91; Creative Brick (Balance of previously required \$200.00 deposit) - \$136.59. MOTION (Ho, Daniels): Accept the Treasurer's Report. Motion carried (7-0).

MOTION (Seiser, Ho): Reimburse staff members Sara Hildebrand (\$16.16) and Maxine Drinan (\$82.68) for holiday gifts purchased for library volunteers. Motion carried (7-0).

ACCOUNTS PAYABLE. MOTION (Ho, Musbach): 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.

Discussion: Olson explained an increase in the cost of DVD security cases. Seiser asked for and was given an explanation of staff procedures when security alarm is triggered.

BUDGET PRINTOUT. The budget printout was reviewed. There will be a final 2012 Detailed Revenue & Expense Report when all 2012 bills are paid.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. No report.

COUNTY. Vosen : County Library Services Board meeting scheduled for January 24, 2013.

SYSTEM. Olson: MidWisconsin Federated Library System is functioning well under the new director. Issues between MWFLS and Lakeshores have developed and are being addressed. The focus of MWFLS is to support SHARE and the services it provides. New MWFLS officers are scheduled to be elected at the January 29, 2013 System meeting.

PRESIDENT'S REPORT. Nelson reminded Treasurer Vosen of the annual audit to be completed before the February 28, 2013 GCL Board meeting. Library patrons Ralph and Dorothy Kohl were recognized for their \$25,000.00 donation.

Discussion: Nelson asked for suggestions for sign/plaque recognition of the donation. Study rooms, reading areas, shelving and furniture were discussed. Nelson will offer the opportunity to the Kohls and ask if they would like to be so recognized. Nelson questioned whether funds should be designated for a specific purchase or deposited in an account for future use.

DIRECTOR'S REPORT. Olson: GCL phone system suffered a shutdown when one of the connections overheated and melted. The damage has been repaired but the system needs to be programmed. Cost for the repairs is covered by Village Hall. DPW is using part-time help to perform supplemental cleaning in village buildings. Workers were scheduled 12 a.m. -8 a.m. for four days to 'deep clean' the library. FofGCL Book Sale information will be available at the February 28, 2013 GCL Board meeting.

UNFINISHED BUSINESS

SHARE

Olson: SHARE is operating well.

50th Anniversary Celebration planning: discussion

Nelson met with GT Chamber of Commerce Executive Director Lynn Grgich to discuss the possibility of combining the GCL 50th anniversary celebration with the annual Chamber Christmas event in November. Grgich was enthusiastic and offered several suggestions. GCL Board expressed concern that attention for the anniversary would be minimized due to the busyness of the holiday events. Nelson stated that Grgich offered the possibility of using the anniversary as the theme for the Christmas parade, creating a children's event, and providing space for library displays in the room with the Christmas activities after the parade. Olson expressed concern about the additional traffic created by combining two events as the holiday celebration already initiates heavy activity in the library. Board members were asked to bring suggestions to the February 28, 2013 GCL Board meeting. Nelson will meet with Grgich in March.

NEW BUSINESS

Discussion of possible allocation of non-lapse funds FY2012

Due to the dissolution of WACool (formed 1997 by West Bend, Hartford and Germantown, later joined by Slinger and Kewaskum), the balance of operational funds contributed by the member libraries was distributed on a percentage basis to individual libraries per WACool contract. Germantown received approximately \$20,000.00. Olson suggested allocating a portion of the funds to be used for a staff bonus with the balance going into the County Book budget.

MOTION: (Nelson, Daniels) From the funds received due to the dissolution of WACool, allocate a 4% onetime salary bonus to GCL staff. The balance of the funds will be recorded in the GCL budget County Books line. Trustee Nelson: aye; Trustee Daniels: aye; Trustee Vosen: aye; Trustee Musbach: aye; Trustee Seiser: aye; Trustee Butschli: aye. Motion carried (6-0). Trustee Ho left the meeting before the discussion and vote.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, February 28, 2013, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:45 p.m.

Janine L. Moffitt
Administrative Assistant