

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

May 22, 2013

GCL Meeting Room

At 6:00 there was no quorum. With the arrival of Trustee Musbach at 6:10 a quorum was reached and the regular meeting was called to order.

The regular meeting of the Germantown Community Library Board was called to order by President Joyce Nelson at 6:10 p.m. on Wednesday, May 22, 2013. **Members present:** Kim Musbach (arrived 6:10), Joyce Nelson, Darlene Vosen, Ronald Seiser. **Members absent:** Danny Ho, Shane Daniels exc., Claudia Butschli exc. **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Musbach, Vosen): Approve the agenda as published. Motion carried (4-0). MOTION (Vosen, Musbach): Approve the minutes of the April 24, 2013, meeting as printed. Motion carried (4-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of April 30, 2013: Hampel Memorial Account - \$2,076.92; Dhein Memorial Account - \$3,036.85; GCL/Rao Account - \$6,970.59; Board Savings Account - \$8,474.46; Board Checking Account - \$381.37; DML Building Fund - \$123,721.91. MOTION (Nelson, Seiser): Accept the Treasurer's Report. Motion carried (4-0).

Discussion: Both the Dhein and the Hampel Memorial Account Certificates of Deposit were renewed at Guaranty Bank. Bank statements for the Building Account are issued quarterly; interest is not reflected in current balance.

ACCOUNTS PAYABLE. MOTION (Vosen, Nelson): 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, n/p; Trustee Ho, n/p; Trustee Musbach, aye; Trustee Butschli, n/p; Trustee Seiser, aye.

BUDGET PRINTOUT. The budget printout was reviewed. Utility costs have gone down from last month. The Board discussed the TD Ameritrade report from the Village regarding GCL funds.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Olson. A printed copy of the Open Meetings Law was presented to all department heads for review and discussion. Board members discussed quorums and proper procedure for any public discussions regarding GCL matters.

COUNTY. Vosen. The FYI 2014 Budget is expected to be on the August agenda.

SYSTEM. The revised SHARE agreement was approved by MWFLS May 14, 2013 and LLS on May 21, 2013. SHARE will continue to function under the guidelines of the recently approved agreement. A search is in progress to replace the MWFLS technical assistant who left the position. Vosen pointed out that due to his absence MWFLS is again in violation of the SHARE agreement.

PRESIDENT'S REPORT. Nelson. There has been no Director appraisal/evaluation since 2011. Nelson asked that Board members fill out and return evaluation sheets before the June 26, 2013 board meeting. Seiser asked if the emergency alert system installed earlier this year is functioning. Olson reported that she tests the system once a month and it has worked each time.

DIRECTOR'S REPORT. Olson. Summer Reading Program is scheduled and materials are back from the printer. GCL Children's Librarian Stephanie Riester has visited schools; SRP information and programs will be posted on the GCL website. The Schauer Center in Hartford, through a National Endowment for the Arts BIG Read grant, is sponsoring a Washington County Big Read focusing on Edgar Allan Poe. Libraries in the county (and the Schauer Center) will be highlighting the works of Edgar Allan Poe. Germantown will host a performance by a Poe "impersonator" in October 2013. The new West Bend director has begun her duties. The library has purchased an ad on the upcoming area street map, which is distributed to every house by the Germantown Chamber, highlighting the 50th anniversary of library service in Germantown. The SRLAAW study of library systems and system mergers was discussed. The impact of possible system funding changes on van delivery, automation and CE programs was discussed.

UNFINISHED BUSINESS

50th Anniversary Celebration planning: Discussion and Possible Action

Nelson reported that the theme for the 2013 Germantown Christmas/Holiday celebration will be "A Storybook Christmas" celebrating fifty years of library service. The next planning committee meeting is scheduled for June 4, 2013. GCL Board is invited to promote the library at the event. Members were asked to consider how they would like to participate. No one from the library is obligated to ride on a float or in a car in the parade. There was some discussion about opening the Community Meeting Room up for runners before the race begins. Olson stated that any decision would have to be made by the celebration committee.

SHARE/MWFLS Update: Information

Discussed during System Update.

NEW BUSINESS

Preliminary discussion of FY2014 (Holiday) closed days

MOTION (Seiser, Vosen) Continue to schedule the Saturday after Good Friday as a closed day for Germantown Community Library in perpetuity. Motion carried (4-0)

Discussion: Decision was based on two factors: 1) provides an extra non-work Saturday (unpaid) for all staff; 2) preserves resources (staff pay, cost of doing business i.e. utilities) for busier days. Other possible closing dates were introduced, but Seiser suggested more circulation data be gathered regarding those dates.

Trustee Musbach announced that she would like to rejoin the GCL Board of Trustees for another term. After investigating the discrepancy in member rotation noted at the last meeting, it was concluded that Trustee Ho was reappointed out of sequence. Charlene Brady will replace Ho for two years, the actual remainder of his term.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, June 27, 2013, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:30 p.m.

Janine L. Moffitt
Administrative Assistant