

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

September 25, 2013

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, September 25, 2013. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Charlene Brady, Shane Daniels, Ronald Seiser. **Members absent:** **Also present:** Brenda O'Brien (GT School District), Library Director Roberta Olson. Proper notification of the meeting had been given. New agenda format was discussed and meeting commenced. (There was no motion to approve.) Approve the minutes of the August 28, 2013, meeting as corrected: [Motion: Approve \$1500.00 to be taken from the Board savings account to cover the costs of GCL anniversary celebration and sponsorship in the 2013 Germantown Holiday Celebration. Motion carried [4-1(abstain)] changed from Motion carried (5-0).] (Vosen, Seiser) Motion carried (6-0). School District representative Brenda O'Brien introduced herself to the Board. She will commence duties on the GCL Board in place of the superintendent pending approval of the Village Board.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of September 25, 2013: Hampel Memorial Account - \$2,076.92; Dhein Memorial Account - \$3,036.85; GCL/Rao Account - \$6,972.91; Board Savings Account - \$5,977.12; Board Checking Account - \$1,731.37; DML Building Fund - \$124,283.93. MOTION (Nelson, Brady): Accept the Treasurer's Report. Motion carried (6-0).

ACCOUNTS PAYABLE. MOTION (Vosen, Brady): 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 Brady, aye; Trustee Musbach, aye; Trustee Seiser, aye.

BUDGET PRINTOUT. The budget printout was reviewed. Utility costs have continued to be below expectations.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Daniels: The GCL FY2014 budget is scheduled for review by the Village Board on Monday, September 30, 2013.

COUNTY. Olson: The second quarter distribution check was received. Vosen stated that the next County Library Services Board meeting is scheduled for October 17, 2013. There may be more County budget information following that meeting.

SYSTEM. Olson: Notes from the first System Consolidation meeting were reviewed (information only). The FY2014 System budget was approved. Libraries will be expected to pay for some services previously provided by the System. The annual Trustee dinner was discussed. GCL Board members who plan to attend were asked to return registration forms to Olson.

PRESIDENT'S REPORT. Nelson: Village Administrator Dave Schornack contacted Nelson regarding a reservation request for the Village Hall Board Room during the November holiday celebration. Trustee Daniels had made the request per the August GCL Board discussion of locations for story reading or other events related to GCL but not normally a part of the celebration.

DIRECTOR'S REPORT. Olson: Fof GCL has scheduled the annual meeting for October 9, 2013. The juried art award will be presented at the meeting. Washington County libraries are participating in the Washington County Reads Big Read sponsored by a grant to the Hartford Schauer Center from the National Endowment of the Arts. GCL will be hosting an event on October 16, 2013. Seiser asked if there had been any response to the study room policy changes which limit use of the study rooms. Olson reported that most users adjusted to the change and recognized the need for more room availability.

UNFINISHED BUSINESS

SHARE/MWFLS Update: Information

The library internet experienced an extremely slow response time September 25 due to a problem with the Milwaukee fiber optic node. The problem was being addressed.

50TH ANNIVERSARY CELEBRATION PLANNING

Nelson presented print samples of bookmarks, literature, and pencils that will be part of the GCL display table and sponsor 'goodie bags' during the 2013 Holiday Celebration. She will be placing orders for advertising in local publications and a banner for the front lawn. Vosen will complete the design and order entry forms for the Memorial Brick drawing, as well as provide a box and placard for the entries. It was determined that entries will be limited to one per household. GCL Board members and their families are not eligible. Entry forms will be available at GCL beginning November 16, 2013 until December 18, 2013 when the GCL Board will draw the winning entries at their December meeting. The Grand Marshal chosen for the parade recently died. The parade committee chose to have volunteers dressed as storybook characters act as the Grand Marshal. Brady will [discuss application for funding for the costumes with FoGCL (amended October 31, 2013)] and will organize volunteers. Nelson will discuss possible uses for the Village Board Room with the Chamber Holiday Celebration committee at their next meeting, which is scheduled for October 8, 2013.

NEW BUSINESS

LIBRARY GOALS: FY 2013-2014: Discussion

Nelson presented a summary of the August 28, 2013 discussion.

Goal #1: Library sign

Olson reported that there has been discussion with the Village DPW regarding the outside signage for GCL. Daniels suggested that GCL request the issue be placed on a Village Board agenda in order to open discussion of the library's proposal. Nelson and Olson will contact Village Administrator Dave Schornack to determine the process.

Goal #2: Window blinds

Original cost estimates for window blinds for the library's west-facing windows are several years old. Funds based on those estimates have been set aside.

Goal #3: Include Overdrive usage in circulation statistics.

Olson explained that this is a DPI decision, which would require defining ownership of the materials in Overdrive as well as altering how circulation is counted.

Other goals and further discussion will be scheduled for the October 30, 2013 GCL Board Meeting.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, October 30, 2013, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:15 p.m.



Janine L. Moffitt
Administrative Assistant