

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

October 30, 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, October 30, 2013. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Charlene Brady, Ronald Seiser. **Members absent:** Brenda O'Brien (arrived at 7 p.m.) Shane Daniels (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 (5-0). MOTION (Vosen, Brady): Approve the minutes of the September 25, 2013, meeting as corrected: [UNFINISHED BUSINESS: 50th ANNIVERSARY CELEBRATION PLANNING: "Brady will apply for funding" changed to: Brady will discuss application for funding for the costumes with FoGCL.] Motion carried (5-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of October 30, 2013: Hampel Memorial Account - \$2,076.92; Dhein Memorial Account - \$3,036.85; GCL/Rao Account - \$6,973.40; Board Savings Account - \$5,977.73; Board Checking Account - \$636.37; DML Building Fund - \$124,326.16. MOTION (Nelson, Brady): Accept the Treasurer's Report. Motion carried (5-0).

MOTION (Nelson, Seiser) Approve rolling over Dhein and Hampel Memorial cds at Guaranty Bank for another 6 months. Motion carried (5-0)

Discussion: The remaining balance from the initial Creative Brick deposit will be used toward the purchase of the bricks for the Holiday Celebration raffle.

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 Brady, aye, Trustee Musbach, aye; Trustee Seiser, aye; Trustee O'Brien, n/p.

BUDGET PRINTOUT. The budget printout was reviewed.

Discussion: It was noted that the utility bill exceeded the budget for the first time in several months.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Olson presented a copy of the proposed FY2014 Village budget that will be presented to the Village Board for approval on November 18, 2013. There were no changes. A discrepancy noted on an earlier budget printout between GCL salaries budgeted and GCL salaries paid was a reflection of the GCL staff salary bonus paid in 2013.

COUNTY. The 2013 3rd Quarter Circulation Distribution of Funds was discussed. Impact from Hartford's new library is not as significant as anticipated. The FY2014 county budget will be reviewed one more time by the County Board before the vote for approval. Drafts of the 2014 Library Levy Budget and the modified County-Wide Library Service Agreement were reviewed. Vosen noted that payments for Act 420 seem to have leveled off and that two requests for payment were denied. The next County Library Services Board meeting is scheduled for January 23, 2014.

SYSTEM. Olson: The next meeting regarding system mergers is scheduled for November. County Library Services and System Boards member, Beverly Schroeder, resigned and has not yet been replaced.

PRESIDENT'S REPORT. Nelson attended the September 30, 2013 Village budget meeting. She also attended the October annual Trustee dinner with Trustees Brady, Musbach and Director Olson; October Chamber Festival committee meetings; the character actor presentation of the Salem witch trials at GCL; and the GCL Big Read presentation of Edgar Allan Poe. Nelson noted that though the Big Read presentation was well publicized, attendance was typically low for an evening event at GCL.

DIRECTOR'S REPORT. Olson: Three staff members attended the WLA convention in Green Bay in October. Discussions and concerns statewide included lack of funding (no staff salary increases, decreased purchasing and programming), eBook circulation and the effect on statistics (eBooks are not recognized by DPI as an actual circulation number although decreased book circulation is often mirrored by the increase in eBook use), suggested activities to encourage community library use (GCL meets or exceeds). "Makerspace," space and equipment such as 3D printers and VHS>DVD transfer recorders provided for patrons, is the new service trend. Many libraries are hampered by lack of funds, space, and sufficient trained personnel.

Discussion: GCL eBook use has increased with a substantial number of older users. Currently, eBook circulation is not a factor for calculating County circulation fund distribution. DPW has begun replacing GCL indoor lighting with LED fixtures. This is being accomplished through a grant from Focus on Energy and funds budgeted through the DPW library maintenance line. FofGCL will be presenting the GCL Board with a letter announcing the donation of the recent juried Art Show Award winning artwork. One of the entrants also donated her artwork to GCL. She will submit a letter to the GCL Board.

A GCL staff member is currently on medical leave and will be claiming worker's compensation due to an onsite accident.

Olson presented copies of a chart describing Public Library Service Trends 1990-2012. GCL is reflective of those trends.

UNFINISHED BUSINESS

SHARE: Discussed under County Report

50th Anniversary Celebration Planning:

Nelson: The Banner is completed and ready to be hung outside in front of GCL. DPW will hang it. The bookmarks and pencils have been printed. The next Chamber Festival Committee meeting is scheduled for November 5, 2013.

Vosen: The box, signs and entry forms for the Memorial Brick raffle are completed. The box will be on the GCL table during the festival and then moved to the circulation desk until the drawing on December 18, 2013. Vosen will include the drawing date on the box poster information. Vosen also played the finished portion of the historical photo DVD that will be showing during the event. The Chamber donated 95 artistic pewter medallions to the FofGCL to sell as a fundraiser. The GCL Board approved Vosen's request that five of the medallions be presented to the Memorial Brick raffle winners. The remaining medallions will be on sale during the FofGCL annual basket sale beginning in November.

FY2014 Budget Information/Discussion: Discussed under Village reports

NEW BUSINESS

Library Board Goals

Discussions are under way regarding the outdoor sign for GCL.

Olson will provide copies of the last bids submitted for window blinds.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, November 20, 2013, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:25 p.m.



Janine L. Moffitt
Administrative Assistant