

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

November 20, 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, November 20, 2013. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Charlene Brady, Shane Daniels (arrived 6:10), Ronald Seiser. **Members absent:** Brenda O'Brien (exc.) **Also present:** Library Director Roberta Olson. Proper notification of the meeting had been given. MOTION (Vosen, Brady): Approve the agenda as published. Motion carried (5-0). MOTION (Brady, Musbach): Approve the minutes of the October 30, 2013, meeting as printed. Motion carried (5-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of November 20, 2013: Hampel Memorial Account - \$2,078.47; Dhein Memorial Account - \$3,036.85; GCL/Rao Account - \$6,973.91; Board Savings Account - \$5,978.16; Board Checking Account - \$636.37; DML Building Fund - \$124,777.45. MOTION (Seiser, Brady): Accept the Treasurer's Report. Motion carried (6-0).

Discussion: Guaranty Bank computer updates generated two interest statements. Report reflects the deposit of a WE Energies Employer Matching Fund donation. There was discussion of moving the GCL Building Fund to a higher interest account such as a money market, online account or long term CD. The account is established as a regular savings account to keep the funds fluid. Vosen will investigate the interest rate at First Bank as an alternative.

ACCOUNTS PAYABLE. MOTION (Daniels, Seiser): 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; Trustee O'Brien, n/p.

Discussion: Olson explained the procedure used by the staff to purchase materials.

BUDGET PRINTOUT. The budget printout was reviewed.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Daniels: FY2014 Budget was approved. He will continue to pursue, at Village Board meetings, the possibility of increased Village spending to offset future needs for both the Village and GCL.

COUNTY. Vosen: FY2014 Budget was approved. Village president, Dean Wolter, is scheduled to sign the County-Wide Library Service Agreement at the December Village Board meeting.

SYSTEM. Olson: The system merger committee is still meeting for discussion. There has been no decision.

PRESIDENT'S REPORT. Will present under Unfinished Business.

DIRECTOR'S REPORT. Olson

UNFINISHED BUSINESS

SHARE: No report.

50th Anniversary Celebration Recap

Nelson: All went well. Nelson recommends considering the \$150.00 sponsorship again next year. There was discussion of the need for maintenance assistance during the festivities. Building facilities are well-used, but no one is responsible for general cleanup or replacing used products during the day, resulting in an increase to the staff duties. Nelson will address the issue at the Chamber Committee wrap-up meeting in December. The historical DVD presentation was very well received. The Board expressed appreciation for the Vosen's time and creativity. The second floor artist renderings elicited much favorable comment. Brady commented on the success of the storybook parade characters. Remaining pencils and bookmarks will be distributed to the GCL Summer Reading Program and patrons. The names of the winners of the Memorial Patio bricks will be drawn from the entries box at the December 18, 2013 GCL Board meeting.

Library Board Goals: FY 2013-2014 Discussion

Outside signage: DPW is investigating several options. Brady asked if the library name could be mounted on the outside of the building. Olson said that the possibility had been discussed during the building process, but it was determined that the signage would not be visible except for directly in front of the building.

Blinds/shades: Olson will seek new bids as the original bids are outdated. Bids will include the west windows and the staff's break room.

NEW BUSINESS

FY2014 Library Board Meeting Schedule: Discussion and Approval

Motion (Musbach, Vosen): Approve the FY2014 Library Board Meeting Schedule as written. Motion carried (6-0).

FY2014 Library Board Meeting Schedule

January 22	April 23	July 23	October 22
February 26	May 28	August 27	November 19
March 26	June 25	September 24	December 17

FY2014 Library Closures: Discussion and Approval

Motion (Vosen, Musbach): Motion (Musbach, Vosen): Approve the FY2014 Library Closures Schedule as written. Motion carried (6-0).

Discussion: Easter: the Saturday after Good Friday was approved in perpetuity in 2012. July 5 and December 26 are based on staffing issues and are for 2014 only.

FY2014 Library Closures Schedule

January 1	July 4, 5	December 24, 25, 26
April 18, 19	September 1	December 31
May 26	November 27, 28	

Acceptance Friends of the Library Juried Art Show Winner

Motion (Seiser, Vosen): Accept the Friends of the Library Juried Art Show Winner. Accept the honorable mention artist donation. Motion carried (6-0).

Discussion: Olson mentioned that several of the Art Show cash winners donated all or a portion of their prize money to GCL, stating that they appreciate the opportunity to show their work and to have art displayed for public viewing. Nelson will send a letter of acceptance to the FofGCL. Olson will send a thank you letter to the art donor.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, December 18, 2013, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:20 p.m.


Janine L. Moffitt
Administrative Assistant