

GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING

February 26, 2014

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, February 26, 2014. **Members present:** Kim Musbach (arrived 6:07 p.m.), Joyce Nelson, Darlene Vosen, Charlene Brady, Shane Daniels, 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, Vosen): Approve the minutes of the January 22, 2014, meeting as printed. Motion carried (5-0). There was no public input. Carol Brown (library patron) and Germantown Village Board Trustee candidate Dennis Myers were present to observe.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of February 25, 2014: Hampel Memorial Account - \$2,078.47; Dhein Memorial Account - \$3,039.21; GCL/Rao Account - \$6,975.14; Board Savings Account - \$5,979.21; Board Checking Account - \$783.11; DML Building Fund - \$109,883.15; First Bank Building Fund CD Account - \$15,000.00. MOTION (Brady, Nelson): Accept the Treasurer's Report. Motion carried (6-0).

Discussion: As per the motion approved January 22, 2014, Treasurer Vosen transferred \$15,000.00 into a 37 month certificate of deposit with First Bank at 1.29/1.30% interest, a special rate because the Village of Germantown has accounts with First Bank. The CD will mature March 5, 2017. Vosen will investigate similar CD rates for the Dhein and Hampel Memorial Funds when they mature. Nelson is now a signatory on the library bank accounts. Vosen is in the process of establishing online account access. The order to Creative Brick will be completed after contact has been made with the fifth Germantown Holiday Celebration Memorial Brick winner. Seiser offered to try to contact the family and obtain the information before the March 26, 2014 GCL Board meeting. Germantown has received an Act 420 compensation check from Dodge County.

Seiser reviewed and approved the treasurer's records for 2013.

ACCOUNTS PAYABLE. MOTION (Vosen, 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.

BUDGET PRINTOUT. The budget printout was unavailable but will be mailed to GCL Board members when it becomes available.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. No report.

COUNTY. Vosen/Olson: The next scheduled meeting was rescheduled for May 2014 to allow time for committee appointments for newly elected county representatives. A copy of the Germantown Library history CD created by the Vosens will be played before the meeting for the members of the County Library Supervisory Board.

SYSTEM. Olson: A recent automation system upgrade has been completed. The upgrade was time consuming, but is currently performing well. GCL internet speed has been very slow, but completion of a statewide upgrade is anticipated by the end of 2014. Olson reported that there are unverified rumors that Lakeshores Library System is considering leaving SHARE. More information may be available after the March 6 Directors' Council Meeting. Seiser asked if there had been patron feedback regarding the new System catalog. Olson stated that there are mixed reviews, but that the new catalog offers more once the patrons learn how to use it. Brady stated that there is helpful information on the site, though the info page is difficult to find.

PRESIDENT'S REPORT. Nelson asked GCL Board members to consider changing delivery of meeting packets from hard copy to email. There was discussion regarding the inconvenience for non-computer users and the need to have a hard copy on hand, requiring members to print their own copies. Discussion will continue.

DIRECTOR'S REPORT. Olson: Artwork from the Germantown schools is on display throughout the library during March in observation of Youth Art Month. Phase I of the DPW lighting upgrade is nearly completed. There is an obvious difference in the amount of light in the completed sections. Phase II is scheduled for 2015. The upgrade is part of a Focus on Energy grant. Brady noted that the eBook circulation through Overdrive has increased. Daniels asked if the Total Holdings numbers reflect the books that are removed from the catalog as well as new material. Olson stated that the numbers are the actual numbers after all transactions are completed. A separate report for withdrawn material could be created.

UNFINISHED BUSINESS

SHARE: Discussed under SYSTEM

Continued discussion of goals: No discussion

NEW BUSINESS

Preliminary discussion of Budget amendment allocating unexpended County funds: Olson reported an estimated \$81,000.00 in unexpended County funds. In the past, staff bonuses were issued using part of the unexpended funds. Olson's suggestion that the Board consider salary increases instead of bonuses this year met with approval from some Board members. Other possible allocations include AV purchases and processing materials, book purchases and processing materials, periodical subscriptions, computer maintenance, and automation maintenance. The County contributes 50% of automation expenses. Vosen mentioned that GCL expenses could change if Lakeshores does leave SHARE, which should be considered when allocating the unexpended funds. Olson stated that final numbers should be available by the March 26, 2014 GCL Board meeting.

Statement Concerning Public Library Effectiveness per CH43.58(6)(c)

MOTION: (Vosen, Nelson) Germantown Community Library Board of Trustees agrees that the MidWisconsin Library System did provide effective service in 2013. Motion carried (6-0). Olson will provide the form for Nelson's signature.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, March 26, 2014, in the Germantown Community Library large study room. Nelson declared the meeting adjourned at 6:45 p.m.

Janine L. Moffitt
Administrative Assistant