GERMANTOWN COMMUNITY LIBRARY BOARD

REGULAR MEETING
January 25, 2012
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, January 25, 2012. **Members present:** Kim Musbach, Joyce Nelson, Darlene Vosen, Terri Kaminski, Claudia Butschli, Ronald Seiser. **Members absent:** Danny Ho (exc.) **Also present:** Library Director Roberta Olson; MWFLS Director Walter Burkhalter. Proper notification of the meeting had been given. MOTION (Butschli, Kaminski): Approve the agenda as published. Motion carried (6-0). MOTION (Seiser, Musbach): Approve the minutes of the December 14, 2011, meeting as printed. Motion carried (6-0). There was no public input.

FINANCIAL MATTERS

TREASURER'S REPORT. Balances as of January 13, 2012: Hampel Memorial Account - $2,070.22; Dhein Memorial Account - $3,027.04; GCL/Rao Account - $6,961.33; Board Savings Account - $8,463.16; Board Checking Account - $525.79; DML Building Fund - $96,279.91. MOTION (Kaminski, Musbach): Accept the Treasurer's Report. Motion carried (6-0).

Discussion: The patio bench has been assembled and is being stored at DPW until warmer weather. MOTION (Musbach, Seiser) Reimburse GCL staff members Sara Hildebrand and Maxine Drinan for volunteer Christmas gift purchases. Motion carried (6-0).

ACCOUNTS PAYABLE. MOTION (Vosen, Butschli): Approve the schedule of operating vouchers and forward them to Village Hall for payment. ROLL CALL VOTE: President Nelson, aye; Trustee Vosen, aye; Trustee Kaminski, aye; Trustee Ho, n/p, Trustee Musbach, aye; Trustee Butschli, aye; Trustee Seiser, aye.

Discussion: Vouchers represent bills paid from the end-of-year 2010 budget as well as the current 2011 budget. The December utilities charges include the water bill. The Board questioned whether the amount was excessive. Olson will request more information from Village Finance Officer.

BUDGET PRINTOUT. The budget printout was reviewed.

REPORTS

VILLAGE/COUNTY/SYSTEM.

VILLAGE. Kaminski: Repairs to the GCL roof have been approved and a bid has been accepted. Olson stated that DPW has been doing additional cleaning inside the library; plans are to patch and paint walls once the cleaning is completed.

COUNTY. Vosen : There was a meeting January 12, 2012. The county board discussed the reimbursement claims per Act 420 from Mequon Library against the Town of Germantown. The county clerk is verifying addresses on the claim, some of which may be in error. The Washington County Board has refused payment until the matter is resolved. Mequon Library currently refuses service to Washington County residents. It has been suggested that a letter be sent to Town of Germantown residents reminding them of the cost of using a library outside MWFLS. GCL Board members also discussed the low amounts of circulations being billed from some of the libraries. Act 420 does not define a minimum amount that can be billed against a library.

SYSTEM. MWFLS Director Walter Burkhalter spoke to the GCL Board about the history of and services provided by the System; state mandates; funding and a survey of the services. Funding for library systems comes from Universal Service Fund (changes/taxes on telephone bills). There is a study being done on whether or not funding will be continued for Wiscnet, an internet service provided through the UW system, which connects Wisconsin's research and education community to other state, regional, national and international research and education networks.

PRESIDENT'S REPORT. Nelson : Will present in Unfinished Business.
DIRECTOR'S REPORT. Olson : Six new internet computers were installed to replace the old computers. Each computer has a Time Management program installed, which allows patrons to sign themselves in for one hour using their library cards. A 15-minute email station has also been set up. The library is temporarily short staffed due to illnesses and planned absences.

UNFINISHED BUSINESS
SHARE: Olson. A system upgrade is scheduled for the end of February.
GCL 2012 Anniversary Committee Report: Information/Possible Action
Nelson presented outline of proposed activities/supplies/costs.
Discussion: Questions addressed include:

Who to invite? Number of invitations to be printed was increased from 200 to 500; also added postage, envelopes and related costs

How to advertise? Have a banner printed and hang outside the library; post invitations at Village Hall, in the schools; promote a student art display relating to library use; "Save the date" notice on literature for Summer Reading Program flyers and Friends of GCL events preceding celebration; local cable and publications (Express, NOW)

Cost of supplies? Work with local merchants for donations or cost reductions?

Production of history video/cd? Trustee Vosen and husband, Phil, will create a 10-minute picture cd of history of Germantown library service to play throughout the event.

Display case at library: include fundraising options: patio brick, naming rights, etc.

Tagline proposed: Celebrating 50 Years of Serving the Community

Nelson will rework the cost estimate and present at the February Board Meeting.

NEW BUSINESS
Acceptable Internet Use Policy revisions: First Reading

The policy was revised to reflect changes in and current Internet use. Basic requirements remain the same. MOTION (Vosen, Musbach): Draft approved. Motion carried (6-0). Second reading at the February 22, 2012 board meeting.

ANNOUNCEMENTS AND ADJOURNMENT

The next regular meeting of the Library Board will be Wednesday, February 22, 2012, in the Germantown Community Library meeting room. Nelson declared the meeting adjourned at 7:35 p.m.

Janine L. Moffitt
Administrative Assistant