

Winneconne Public Library Board of Trustees

Meeting Minutes

Saturday, January 9, 2010

Meeting called to order by President Jody Running at 9:00am.

ROLL CALL

Present: Jody Running, Harvey Rengstorf, Sue Davies, Kathy Sasse

Absent: Jeff Jensen, Mary Brefeld, Andy Beiser, Andy Boehnlein

MINUTES –

Correct the spelling of Rengstorf on the final page.

Motion made by Rengstorf to approve the minutes from the December 12, 2009 meeting with the corrections as stated.

Second: Sasse

Vote: Unanimous

DECEMBER 2009 VOUCHERS PAYABLE/ FINANCIAL REPORT

Holly pointed out the pre-payment of the WALs fee in the amount of \$1,500.

Motion was made by Sasse to approve payment of the December vouchers and accept the financial report as is.

Second : Rengstorf

Vote: Unanimous

JANUARY 2009 VOUCHERS PAYABLE/ FINANCIAL REPORT

A question was raised about Ebsco magazine service. Holly said that we had switched to Ebsco in 2009 to help manage the magazine subscriptions.

Motion was made by Rengstorf to approve payment of the December vouchers and accept the financial report as is.

Second : Davies

Vote: Unanimous

Holly went over the end of year budget numbers with the board. After the bills have been reconciled with Jaci's numbers and the pre-payment of the WALs fee made, the balance for 2009 is approximately \$237. The board will close out the 2009 budget in February after the utility bills have been allocated.

PUBLIC PARTICIPATION

None.

DIRECTOR'S REPORT

Programming

- Christmas programs during break were not well attended, except for the movie. Holly thought that it might have been a busy time for people to attend programs because of the holidays.

- In January, story times and basic computer classes will begin again. Holly will offer two sessions at once of the basic computer classes. Patrons will be able to sign up for topics of advanced computers, rather than committing to a four-week session.
- Statistics – Patron count increased 13.55% in 2009 from 2008. Circulation increased 5% in 2009 from 2008. Holly said that she would continue to offer programs to maintain the increased number of patrons coming into the library and try to find ways to get people excited about reading to help increase the circulation.
- Policies – Holly shared the revised emergency closing policy with the board. A discussion was had about allowing staff to make up time missed because of an emergency closing.

Motion was made by Sasse to approve the Emergency Library Closing Policy.

Second: Rengstorf

Vote: Unanimous

- Highlights from the Village Department Heads and Village Board meetings
 - Holly contacted John Rogers about Andy Boehnlein's position on the board. Mr. Rogers said that since the Library Board had decisive authority to govern the library, that the youth representative does not have a vote in making decisions, although his voice should be taken into consideration.
 - Holly described the mural to John Rogers and he thought that it would not be a problem to construct a mural as long as it did not change or deface the structure of the building.
- Director's Activities – Holly reported that at the staff meeting, the staff indicated they would welcome a presentation on dealing with stress. Holly said she would invite other village employees to the presentation, as well. Holly spent time in December working with Jean to reconcile the end of year 2009 budget with Jaci's figures.
- Correspondence – Sue Davies will represent Winneconne as a member of the Board of Directors for the Winnefox Library System.

OLD BUSINESS

- Coughlin Room – Per Marge Eid's recommendation, the board will hold off on appraising the Coughlin Room, until such a time in the future when it seems necessary to do so.
- Children's Mural – Holly said the Marge Eid and Mary Wegner had met and chose a design for the mural. Mr. Molitor was to have his students re-work the first draft with more details and adding color. It was not yet ready to view at the time of the board meeting.
- CPR and First Aid Training – Holly is scheduled to discuss options with Jeff Jensen early this coming week for training the staff in CPR and first aid.

NEW BUSINESS

ITEMS FOR NEXT MEETING AGENDA

Friends of the Library Mural
 Close Out 2009 budget
 List of Policies to update
 Review Library Hours

Next meeting date is set for Saturday, February 13, 2010 at 9am.

Motion by Rengstorf to adjourn at 9:40am.

Second – Sasse

Vote - Unanimous