

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

JULY 23, 2012

(Unapproved)

President Harry Rollings called the Joint Library Board meeting to order at 6:38 p.m.

Members Present: Harry Rollings, Judy Baer, Susan Hoffman, Linda Steffens,
Deb Gruenwald

Staff/Officials Present: Library Director John Hanson

Excused: Supervisor Karron Stockwell, Trustee Lisa Harbeck

MINUTES

Motion by Judy Baer, seconded by Susan Hoffman, to approve the June 25, 2012 minutes as presented. Approved unanimously.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson noted the slight increase in Clean Source fees due to additional responsibilities and the replacement of an air compressor pump. The library pays two thirds of the Time Warner expense. This provides a connection to the Village for Director Hanson and allows the Village to use the cable channel broadband connection.

Motion by Susan Hoffman, seconded by Judy Baer, to authorize payment of the library disbursements. Approved unanimously.

FINANCIAL REPORT

Director Hanson noted that the numbers under the Labor Pool Allocations category are still incorrect. All else is on target for 2012.

LIBRARY DONOR FUND

The annual payment of the Helen Miller Trust was received.

CURRENT LIBRARY EVENTS

The library held a "Visiting the Beyond" program with paranormal investigator Curt Strutz. Curt talked about some locations around United States that are reportedly haunted.

On July 24, management expert Jill Geisler will be speaking at the library. She will talk about her new book "Work Happy: What Great Bosses Know."

An e-reader Workshop will be held July 24 and August 15. People will learn how to check out e-books from the library and how to purchase e-books.

A “Fight the Bite” program on tick-borne diseases in Wisconsin will be held August 13 at 1 p.m.

Many teen and youth events continue to be held as part of the Summer Reading Program.

BENCHMARK MEASUREMENTS

Circulation is down 4 percent, not including e-books. Program attendance has increased. Computer use has decreased due to the fact that many patrons bring their own laptops and utilize the wifi. The Summer Reading Program has an increase in registered readers this year.

LIBRARY MISSION DOCUMENT

The board perused the goals and objectives. There were questions regarding the “Effectiveness” category. Director Hanson will inquire.

2013 LIBRARY BUDGET

Director Hanson explained the details of the proposed 2013 budget and discussion followed.

Motion by Linda Steffens, seconded by Susan Hoffman, to approve the 2013 budget as presented. Approved unanimously.

CONVENE TO CLOSED SESSION PURSUANT TO WISCONSIN STATUTES 19.85(1)(C) FOR PERSONNEL MATTERS (EMPLOYEE CLASSIFICATION AND COMPENSATION REVIEW)

Motion by Susan Hoffman, seconded by Deb Gruenwald, to convene to closed session at 7:35 p.m. Approved unanimously by roll call vote.

The Board discussed the Interim Performance Review Evaluation and the desired future goals for the Library Director.

RE-CONVENE TO OPEN SESSION AND THE REGULAR ORDER OF BUSINESS

Motion by Deb Gruenwald, seconded by Linda Steffens, to re-convene to open session and the regular order of business at 7:50 p.m. Approved unanimously by roll call vote.

OLD/NEW BUSINESS

A new trash receptacle has been ordered.

There is an anonymous donation to fund a “Brain Fuse” tutoring program which would be available to all student patrons. Preliminary plans are currently taking place.

ADJOURN

Motion by Susan Hoffman, seconded by Judy Baer, to adjourn the meeting at 7:55 p.m. Approved unanimously.