

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

September 23, 2013

(Unapproved)

President Harry Rollings called the Joint Library Board meeting to order at 6:40 p.m.

Members present: Harry Rollings, Supervisor Karron Stockwell, Susan Hoffman, Trustee Lisa Harbeck

Members excused: Judy Baer, Deb Gruenwald

Staff/Officials present: Library Director John Hanson

MINUTES

Motion by Supervisor Karron Stockwell, seconded by Lisa Harbeck, to approve the August 26, 2013 minutes, as presented. Motion carried.

AUTHORIZATION OF DISBURSEMENTS

Motion by Trustee Lisa Harbeck, seconded by Supervisor Karron Stockwell, to authorize payment of the library disbursements. Motion carried.

FINANCIAL REPORT

Director Hanson reported that all is progressing as expected.

LIBRARY DONOR FUND

Director Hanson reviewed recent activity with the Grafton Library Donor Fund.

CURRENT LIBRARY EVENTS

The library held the 3rd annual Fall Bulb Exchange on September 5 – 7.

Babygarten classes began on September 11, and Preschool Story Time began on September 12. Other fall youth programs include the Book to Movie Dinner Club on October 2 and November 6, and Super Saturday Movies on September 28 and November 23.

Director Hanson will attend a “Real World Library Security” program at the Pewaukee Library on October 1. An experienced public library security manager discussed approaching patrons and security tips to ensure staff safety.

A representative from Ozaukee County Health and Human Services will be conducting two seminars on the Affordable Care Act. These will be on October 1 and 5.

The library will be holding its first Book Festival on Saturday, October 26. Three Wisconsin authors will speak. The event will also include a presentation on owls by the Riveredge Nature Center.

An "Intelligent Investing" program will be held on November 7. It will be conducted by Adam Ryback of Kevin Bay Investments.

A book signing will be held on November 12. Jim Rice will be here to sign "Giant Cheeseheads!: the Giant-Packer Rivalry and the Former Giants Who Helped the Packers Become Champions."

A Thanksgiving Recipe Swap will be held November 13. Participants bring copies of their recipe with a prepared sample of their dish.

BENCHMARK MEASUREMENTS

Director Hanson reviewed the July benchmarks.

2014 LIBRARY BUDGET

Director Hanson reviewed a few changes made to the 2014 budget since the August meeting. The biggest change was the decrease in the projected cost of health insurance.

Computer Bandwidth

The Board discussed upgrading the library's computer bandwidth from 3Mbs to 10Mbs. Cost would be an additional \$1800/year. The annual total would go from \$1,200 to \$3,000.

Motion by Susan Hoffman, seconded by Harry Rollings, to use the Library Donor Fund to purchase additional bandwidth for the library for the next year. Motion carried.

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

Motion by Trustee Lisa Harbeck, seconded by Supervisor Karron Stockwell, to convene to closed session at 7:35 p.m. Motion carried by Roll Call Vote.

The Mid-term Evaluation for Director Hanson was perused and discussed.

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

Motion by Trustee Lisa Harbeck, seconded by Supervisor Karron Stockwell, to re-convene to open session and the regular order of business at 7:50 p.m. Motion carried by Roll Call Vote.

Old/New Business

Director Hanson presented two display case applications, which the Board supported for inclusion in the display case.

Director Hanson reported that library staff at the ESLS libraries will have a new email carrier. The ESLS Automation Consultant is handling all the details. Email addresses for staff will remain the same.

Director Hanson reported on the new County Library Tax legislation that affects joint libraries in Wisconsin.

Unless a special meeting will need to be scheduled, the next library board meeting will be November 25. The library board will also not meet in December unless a special meeting needs to be scheduled.

ADJOURN

Motion by Susan Hoffman, seconded by Supervisor Karron Stockwell, to adjourn the meeting at 8:00 p.m. Motion carried.