

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

November 25, 2013

(Unapproved)

Vice President Trustee Lisa Harbeck called the Joint Library Board meeting to order at 6:35 p.m.

Members Present: Harry Rollings, Supervisor Karron Stockwell, Susan Hoffman, Deb Gruenwald, Trustee Lisa Harbeck, Judy Baer

Staff/Officials Present: Library Director John Hanson

MINUTES

Motion by Supervisor Stockwell, seconded by Judy Baer, to approve the September 23, 2013 minutes, as presented. Motion carried.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson noted annual expenses for software and magazines, a new 21 inch digital picture frame, and the Holiday tree.

Motion by Judy Baer, seconded by Supervisor Stockwell, to authorize payment of the library disbursements. Motion carried.

FINANCIAL REPORT

Director Hanson reported revenues progressing as expected.

LIBRARY DONOR FUND

A generous donation of \$6,000 was made by Dorothy Reisinger.

CURRENT LIBRARY EVENTS

Director Hanson attended a Teamwork: the Key to Success workshop on October 9. It was held at the Franklin Library.

Leslie Jochman attended the Fall Reference Workshop at the Sheboygan Library on October 9. The workshop focused on government information available on the internet.

Director Hanson attended the LSTA Advisory Committee in DeForest on November 6.

On November 8, Judy Jones attended the Growing Wisconsin Readers' Workshop. It was held at the Sheboygan Library.

Leslie Jochman has been elected Director at Large to the WLA Reference and Adult Services Section.

On December 5, Karen Thatcher and Leslie Jochman will attend a “Maker Spaces in the Library” workshop at the Mead Library.

Arnie Bernstein will be discussing his most recent book “Swastika Nation” at the library on December 7. The discussion will include information on Camp Hindenburg, the German-American Bund camp located in the Town of Grafton.

The library will begin using Mail Chimp, a free internet service that manages emails to communicate to a customer base. The library will use this program to communicate with adult, young adult and youth customers. In the past, the library used a different program to correspond with youth and young adult customers. The library will be informing registered people about programs and new services at the library.

BENCHMARK MEASUREMENTS

Circulation of library materials for 2013 is 6 percent lower than last year. Attendance for all 2013 adult and youth programs is 12.8 percent lower than last year’s attendance. Public computer usage for 2013 is 3.4 percent higher than last year’s computer use.

BOILER REPLACEMENT

Motion by Susan Hoffman, seconded by Deb Gruenwald, to approve replacing the failed boiler at the library. Motion carried.

EMPLOYEE COMPENSATION

Motion by Deb Gruenwald, seconded by Susan Hoffman, to approve the employee compensation for 2014 as presented with the inclusion of a 1 percent merit addition to cost of living for the Reference Librarian. Motion carried.

OLD/NEW BUSINESS

Director Hanson informed the board that Zinio, an electronic magazine system that would provide unlimited use for patrons, will be launched soon.

The possibility of library staff wearing name tags was discussed. Director Hanson will inquire with the staff for their input in this matter.

Trustee Lisa Harbeck asked for an update on the proposed railing to be installed.

Director Hanson will inquire as to the status of the project. The Board agreed that this is an urgent matter that needs to be addressed.

There will not be a meeting in December. The next Library Board meeting is scheduled for January 27, 2014.

ADJOURN

Motion by Susan Hoffman, seconded by Trustee Harbeck, to adjourn the meeting at 7:30 p.m. Motion carried.