

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

March 24, 2014
(Unapproved)

President Harry Rollings called the Joint Library Board meeting to order at 6:30 p.m.

Members Present: Harry Rollings, Susan Hoffman, Deb Gruenwald, Lucy Wyka, Judy Baer, Trustee Dean Proefrock, Supervisor Karron Stockwell

Staff/Officials Present: Library Director John Hanson

Others Present: Dominique Boon

HEAR PERSONS WISHING TO BE HEARD

Dominique Boon of Troop 840 introduced himself and explained that in an effort to earn the Communications Merit Badge a requirement is to attend a public meeting.

MINUTES

Motion by Judy Baer, seconded by Lucy Wyka, to approve the February 24, 2014 minutes, as presented. President Harry Rollings and Supervisor Karron Stockwell abstained. Motion carried.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson noted the fee for the annual test of the express elevator and expenses for work done by Sterling Mechanical Services.

Motion by Susan Hoffman, seconded by Trustee Dean Proefrock, to authorize payment of the library disbursements. Motion carried.

FINANCIAL REPORT

Director Hanson reported revenues progressing as expected.

LIBRARY DONOR FUND

Some funds earned from the Fall Friend's Book Sale were used to purchase new books, Audio Editions, and DVDs.

CURRENT LIBRARY EVENTS

Director Hanson and Leslie Jochman participated in a "Makerspaces for Small and Rural Libraries" webinar on February 26.

Library Staff watched the internet video "The Bad, the Good, and the Great" on March 5. The video was led by a professor of Information Studies.

On March 8 the library hosted Kohl's Wild Theater performing their "Wild Wisconsin" program.

Judy Jones attended a "Growing Wisconsin Readers Workshop" in Stevens Point on March 21.

Representatives from State of Wisconsin Home Energy Assistance Program were at the library on March 24 to help qualified people apply for home energy assistance.

The Workforce Development Center will hold an informational program at the library on March 25. This may lead to monthly visits from the center whereby they will provide one-on-one help for unemployed and underemployed people.

Recent and upcoming movie showings include Gravity (March 19), Hunger Games: Catching Fire (April 23), and Saving Mr. Banks (May 21).

BENCHMARK MEASUREMENTS

Circulation of library materials, not including eBooks, is down 8 percent. Program attendance is up 29 percent. Public computer use is down 8 percent. Many patrons bring their own computers to use at the library.

5 YEAR CAPITAL IMPROVEMENT BUDGET

Motion by Susan Hoffman, seconded by Judy Baer, to forward to the Finance Committee for final inclusion of the Library's capital improvement item into the Village-wide five year capital improvement program.
Motion carried.

AUTHORIZE THE RECRUITMENT FOR VACANT LIBRARY PAGE POSITION

Motion by Deb Gruenwald, seconded by Lucy Wyka to approve hiring a Library Page. Motion carried.

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

Motion by Supervisor Karron Stockwell, Seconded by Deb Gruenwald, to convene to closed session at 7:20 p.m.

Chair Rollings- Aye
Deb Gruenwald-Aye
Judy Baer-Aye
Supervisor Karron Stockwell-Aye

Susan Hoffman-Aye
Lucy Wyka-Aye
Trustee Dean Proefrock-Aye

Motion carried by roll call vote.

President Harry Rollings explained the Performance Planning and Review Forms and they were perused by the board. Possible revisions of the employee evaluation form were discussed. Board members will contact President Harry Rollings with their feedback on the forms as presented.

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

Motion by Susan Hoffman, seconded by Supervisor Karron Stockwell, to re-convene to open session and the regular order of business at 7:55 p.m.

Chair Rollings- Aye

Susan Hoffman-Aye

Deb Gruenwald-Aye

Lucy Wyka-Aye

Judy Baer-Aye

Trustee Dean Proefrock-Aye

Supervisor Karron Stockwell-Aye

Motion carried by roll call vote.

OLD/NEW BUSINESS

Susan Hoffman inquired as to the status of the library railing installation. Director Hanson reported that the railing will be installed when the ground thaws.

Supervisor Karron Stockwell corrected her email address as kstockwell@townofgrifton.org

President Harry Rollings will investigate the possibility of revising the appraisal form used for formal reviews.

ADJOURN

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