

**VILLAGE OF GRAFTON**  
**JOINT LIBRARY BOARD MEETING MINUTES**

**June 23, 2014**  
(Unapproved)

President Harry Rollings called the Joint Library Board meeting to order at 6:35 p.m.

Board members present: Harry Rollings, Susan Hoffman, Deb Gruenwald, Lucy Wyka, Supervisor Karron Stockwell, Judy Baer, Trustee Dean Proefrock

Staff/Officials present: Library Director John Hanson

**MINUTES**

Motion by Supervisor Karron Stockwell, seconded by Susan Hoffman to approve the April 28, 2014 minutes, as presented. Motion carried.

**AUTHORIZATION OF DISBURSEMENTS**

Director Hanson noted the new scanners purchased from Consumers Choice, the annual charges from ESLS, and money spent on entertainment provided by the Summer Reading Program.

Motion by Deb Gruenwald, seconded by Judy Baer to authorize payment of the library disbursements. Motion carried.

**FINANCIAL REPORT**

Director Hanson reported that other than an increase in utilities expense, revenues progressing as expected. There have been no significant repairs made during the last three months.

**LIBRARY DONOR FUND**

Deposits were made for book sales and rentals. Donations from the Dorothy Reisinger fund were used to purchase more books on CD.

**CURRENT LIBRARY EVENTS**

On May 8, Karen Thatcher and Debbie Krueger attended the WAPL (Wisconsin Association of Public Libraries) Conference at the Blue Harbor Resort in Sheboygan.

The fiber optic upgrade for the library was completed on May 22. The library has a broadband speed of 10Mb/second, up from 3Mb/second. There is no direct cost for this extra bandwidth as it is covered through the state budget.

The Polaris online catalog software was updated for all of ESLS on May 29. This upgrade will enable the eBook module to integrate with Polaris. This will streamline the process of checking out eBooks since customers will be able to request eBooks directly from Easicat.

The library is planning to reinstitute our outreach program with the Multipurpose Senior Center. Reference Librarian Leslie Jochman is working with Senior Center staff to introduce current events discussions and memory activities at the Senior Center.

The new Tech Tuesdays programs are beginning June 24, and will run through July 22. Various technology topics will be reviewed for any interested customers. Topics will include online searching, eBooks, email setup, Facebook basics, and online safety.

### **BENCHMARK MEASUREMENTS**

Circulation of library materials, not including eBooks, is down about 10 percent. Program attendance is up 30.8 percent. Public computer use is down 9 percent. Many patrons bring their own computers to use at the library.

### **OLD/NEW BUSINESS**

President Harry Rollings is making arrangements to include Judy Baer's name on a list enabling her to sign checks for the Donor's Fund.

The library is giving out military library cards to families with family members who are overseas. It was suggested that families who sign up for this should also receive a reward of a USS Liberty Memorial Public Library mug.

The idea of employees wearing nametags will be revisited at the next board meeting in July.

Director Hanson will try to find sources to replace the missing 1956 and 1965 Grafton High School yearbooks.

President Rollings reported that in lieu of performance reviews, the board will share ideas for future marketing of the library services offered in Grafton and ideas of ways to enhance programs already in place. He requested board members to bring ideas in writing to the next meeting in July.

There is a proposal for Ozaukee County libraries to leave ESLS and join the Waukesha library system. The Grafton Public Library does not support this proposal.

### **ADJOURN**

Motion by Susan Hoffman, seconded by Judy Baer to adjourn the meeting at 7:43 p.m. Motion carried.