

## **VILLAGE OF GRAFTON**

### **JOINT LIBRARY BOARD MEETING MINUTES**

**July 28, 2014**

(Unapproved)

President Harry Rollings called the Joint Library Board meeting to order at 6:45 p.m.

Members present: Harry Rollings, Trustee Dean Proefrock, Judy Baer, Supervisor Karron Stockwell, Lucy Wyka

Members excuses: Deb Gruenwald and Susan Hoffman

Staff/Officials present: Library Director John Hanson

#### **MINUTES**

Motion by Supervisor Karron Stockwell, seconded by Judy Baer, to approve the June 23, 2014, minutes as presented. Motion carried.

#### **AUTHORIZATION OF DISBURSEMENTS**

Director John Hanson noted the annual payment to the ESLS for EBooks, replacement of smoke detectors, and citations for tripped smoke and/or burglar alarms in excess of amount allowed. Board recommended Library Director John Hanson attempt to have companies servicing the alarms pay for the citations.

Motion by Judy Baer, seconded by Supervisor Karron Stockwell, to authorize payment of the library disbursements subject to stipulation that Library Director John Hanson discuss with companies servicing the alarms that they pay for the citations.

#### **FINANCIAL REPORT**

Director Hanson reported only repair was a new water fountain to replace one that was broken. Otherwise revenues progressing as expected.

#### **LIBRARY DONOR FUND**

Some funds earned from the book sale and from the Reisinger Fund were used to purchase new books and audio visual materials.

#### **CURRENT LIBRARY EVENTS**

Author David Miles was at the library on June 30 to discuss his book "The D.O.A. Who Made It." The book tells the story of his very serious motorcycle accident.

An after-hours Library Camp Out event was held July 25. Activities included tent making, games, reading and s'mores.

On August 5 the library will participate in the Ladies Night Out event in the Grafton Plaza. Book sale gift cards and books were given away.

Youth library staff are exploring additional outreach programs with Grafton elementary schools. The loss of Library Media Specialists in the schools is a factor in expanding library services to the schools.

The library plans to introduce a series of author discussions using the internet and Skype. The program would consist of a live camera feed coming from the author's location, which will then be projected onto a screen in the library.

Recent and upcoming movie showings at the library include: Monuments Men (June 11), Winter's Tale (July 23), and Divergent (August 20).

### **BENCHMARK MEASUREMENTS**

Circulation of library materials is down by 8.5 percent. Attendance for all adult and youth programs is up 39 percent. Public computer usage is down 11.8 percent. Many patrons bring their own computers to use at the library.

### **AUTHORIZE THE RECRUITMENT FOR VACANT LIBRARY ASSISTANT I POSITION**

Motion by Supervisor Karron Stockwell, seconded by Trustee Dean Proefrock, to approve hiring a Library Assistant I. Motion carried.

### **LIBRARY SURVEY RESULTS**

Director John Hanson reviewed the survey results. In total, 84 people responded to the survey. The survey was available in print at the library and online on the library website. Some of the questions allowed for multiple answers. Not everyone answered every question. Overall, there were very positive responses to the questions. The majority of the respondents are very satisfied with the library.

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

Motion by Judy Baer, seconded by Trustee Dean Proefrock, to convene to closed session at 7:45 p.m.

Chair Rollings – Aye	Supervisor Karron Stockwell - Aye
Trustee Dean Proefrock – Aye	Lucy Wyka - Aye
Judy Baer – Aye	

Motion carried by roll call vote.

The Library Board perused and discussed future key projects for the Library Director to undertake.

**RECONVENE TO OPEN SESSION AND THE REGULAR ORDER OF BUSINESS**

Motion by Supervisor Karron Stockwell, seconded by Lucy Wyka, to reconvene to open session and the regular order of business at 8:00 p.m.

Chair Rollings – Aye  
Trustee Dean Proefrock – Aye  
Judy Baer – Aye

Supervisor Karron Stockwell- Aye  
Lucy Wyka – Aye

Motion carried by roll call vote.

**OLD/NEW BUSINESS**

Director John Hanson reported that instead of name tags, a white board has been put at all circulation desks stating the names of staff on duty to assist patrons. The response to this has been very positive.

**ADJOURN**

Motion by Judy Baer, seconded by Trustee Dean Proefrock, to adjourn the meeting at 8:05 p.m.