

VILLAGE OF GRAFTON
JOINT LIBRARY BOARD MEETING MINUTES

JULY 25, 2016

President Harry Rollings called the Joint Library Board meeting to order at 6:33p.m.

Members Present: Harry Rollings, Charles Kramer, Trustee Dean Proefrock, and Lucy Wyka

Members excused: Supervisor Karron Stockwell, Susan Hoffman, and Molly Lucareli

Staff/Officials Present: Library Director John Hanson, ESLS Director Amy Birtell

MINUTES

Motion by Trustee Dean Proefrock, seconded by Charles Kramer, to approve the June 27, 2016, minutes, as presented. Motion carried.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson reviewed the disbursements from the past month including payment to several performers for the children's Summer Reading Program. He also noted that several annual payments were made.

Motion by Charles Kramer, seconded by Lucy Wyka, to authorize payment of the library disbursements. Motion carried.

FINANCIAL REPORT

Director Hanson reviewed year to date revenues and expenses stating they are progressing as expected.

LIBRARY DONOR FUND

Director Hanson summarized the July 2016 deposits and withdrawals. He noted some of the funds have now been put into Certificates of Deposits.

CURRENT LIBRARY EVENTS

A Tech Tuesday program at the Senior Center was held June 21. The topic was Facebook (Attendance 11). A Tech Tuesday program was held July 12. The topic was Windows 7 (Attendance 2).

A Ten Common Vegetable Problems program was held June 28 (Attendance 5).

A movie showing for Joy was held June 29 (Attendance 2).

An Adult Coloring Class was held July 1 (Attendance 5).

A Family Yoga program was held July 13 (Attendance 8).

BENCHMARK MEASUREMENTS

Director Hanson reviewed the Quarterly Benchmarks. He noted that circulation was 5.8% lower than at this time in 2015. However, this does not include e-book circulation numbers. The Board would like to see those numbers. Program attendance and Web sessions are higher than last year.

2017 LIBRARY BUDGET

Director Hanson reviewed the preliminary 2017 Library budget. The proposed budget will maintain all current services. Consideration must be given to the possible replacement of the elevator. The 2017 Library budget is due the end of August 2016.

LIBRARY SYSTEM MERGER DISCUSSIONS

Eastern Shores Library System Director, Amy Birtell, presented an overview of the merger process between Mid-Wisconsin Federated Library System and Eastern Shores Library System. She stated the system plan will be submitted to the DPI for approval October 15, 2016.

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

Motion by Harry Rollings, seconded by Charles Kramer, to convene to closed session at 7:37pm. Approved by Roll Call Vote.

During the closed session, the Library Board discussed performance evaluations of the Library Director.

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

Motion by Trustee Dean Proefrock, seconded by Lucy Wyka, to re-convene to open session and the regular order of business at 7:45pm. Approved by Roll Call Vote.

OLD/NEW BUSINESS

The Board discussed current events happening in Manitowoc.

The next meeting of the Grafton Library Board will be August 22, 2016, at 6:30pm.

ADJOURN

Motion by Charles Kramer, seconded by Lucy Wyka, to adjourn the meeting at 7:52pm. Motion carried.