

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

JANUARY 11, 2010

(Unapproved)

President Dave Antoine called the Joint Library Board meeting to order at 6:31 p.m.

Members Present: Dave Antoine, Trustee David Liss, Rita Liesiefsky, Deb Gruenwald, Maggy Kuhn, Supervisor Nancy Rogers

Staff/Officials Present: Library Director John Hanson

MINUTES

Motion by Deb Gruenwald, seconded by Dave Antoine, to approve the December 14, 2009 minutes, as presented. Approved 5-0 (Supervisor Nancy Rogers abstained.)

AUTHORIZATION OF DISBURSEMENTS

Director Hanson updated the Board on several annual charges. Annual charges are incurred for router maintenance, ESLS Tech Support and magazine subscriptions.

Motion by Rita Liesiefsky, seconded by Supervisor Nancy Rogers, to authorize payment of the Library disbursements. Approved unanimously.

FINANCIAL REPORT

Director Hanson indicated that 2009 revenues were a little higher than 2008. He also reviewed year to date expenditures for 2009. Director Hanson indicated that there are several outstanding bills that will affect the 2009 budget. Director Hanson informed the Board that there is a small surplus of funds from 2009 as we go into 2010.

Motion by Trustee David Liss, seconded by Maggy Kuhn, to approve the financial report as written. Approved unanimously.

REVIEW LIBRARY DONOR FUND

One deposit was entered into the Donor Fund to end 2009. There were two withdrawals, from book sale funds, for a new set of encyclopedias and other books.

CURRENT LIBRARY EVENTS

The library showed the movie 'Julie and Julia' on December 30.

Staff and volunteers have been locating VHS titles with low circulation that will be removed from the collection. This will free up space for the growing DVD collection.

Youth Library staff and volunteers introduced the first phase of the new Teen Center. They moved a table and chairs into this area as well as the young adult books section.

KINDLE CHECK-OUT POLICY AND DISCLAIMER

Director Hanson summarized the check out policy disclaimer for the Kindle. After discussion, it was the consensus of the Board to change the late fee from \$2.00 to \$5.00. The reason for the increase is to bring the fine in line with the cost and value of the Kindle. Rita Liesiefsky questioned what happens if parts, such as the USB cord and plug, are missing from the unit. Director Hanson said he will add something to the disclaimer.

Motion by Rita Liesiefsky, seconded by Supervisor Nancy Rogers, to approve the Kindle check-out policy and disclaimer, with an increase in the fine from \$2.00 to \$5.00 and a notation on the return of all components, language to be determined by Director Hanson. Approved unanimously.

COMPUTER PURCHASE

Director Hanson informed the Board that he would like to decrease the equipment purchase from six (6) computers and monitors to three (3). He has decided to continue using three (3) of the existing computers.

Motion by Supervisor Nancy Rogers, seconded by Trustee David Liss, to approve the purchase of three computers with an estimated cost of \$1,000 each and funding to be from the Library Donor Fund. Approved unanimously.

EMPLOYEE COMPENSATION

Director Hanson informed the members the Village Board, at the January 4, 2010 meeting, decided on a 0 percent increase for all non-represented employees in 2010. Director Hanson stated that a merit raise will still be given to employees based on performance and employee evaluations. The formula base for the merit raises is 3 percent.

Motion by Dave Antoine, seconded by Supervisor Nancy Rogers, to approve a 0 percent wage increase with only a merit increase for 2010. Approved unanimously.

OLD/NEW BUSINESS

Director Hanson provided a brief update on the Ozaukee County Library service plan. The plan covers areas of the county that do not have libraries.

Dave Antoine informed Director Hanson and staff that he received some very positive comments on the Library from a friend who recently used the facility.

ADJOURN

Motion by Deb Gruenwald, seconded by Maggy Kuhn, to adjourn the meeting at 7:14 p.m. Approved unanimously.