

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

MARCH 8, 2010

(Unapproved)

President Dave Antoine called the Joint Library Board meeting to order at 6:32 p.m.

Members Present: Dave Antoine, Trustee David Liss, Rita Liesiefsky, Harry Rollings, Maggy Kuhn (6:40 p.m.)

Members Excused: Supervisor Nancy Rogers

Staff/Officials Present: Library Director John Hanson

MINUTES

Motion by Rita Liesiefsky, seconded by Dave Antoine, to approve the February 8, 2010 minutes, as presented. Approved unanimously.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson reviewed the disbursements and reminded the Board members of the annual charge to ESLS for \$8,127. He indicated that the charge includes the annual subscription and licensing of the Library's software. Dave Antoine questioned if there was an increase from last year's charge. Director Hanson responded yes. Director Hanson also informed the Board that four smoke detectors needed to be replaced within the Library. The balance of the disbursements is for routine expenditures.

Motion by Deb Gruenwald, seconded by Trustee David Liss, to authorize payment of the Library disbursements. Approved unanimously.

FINANCIAL REPORT

Director Hanson briefly reviewed the financial reports. He indicated that several expenditure line items are up due to work being performed at the Library by the Public Works Department. Director Hanson also stated that expenditure line 210 increased due to many annual charges that are processed at the beginning of the year.

Director Hanson distributed the final expenditure report for 2009. He made note that the Library budget had a small surplus of funds at the end of the year which will likely be used to pay down the loan from the Village for the new lighting.

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

REVIEW LIBRARY DONOR FUND

Two deposits were recorded since the last meeting. One was from the book sale the other was from the silent auction the library held. One check was written for books.

Director Hanson outlined how the Donor Fund works for new board member Harry Rollings.

CURRENT LIBRARY EVENTS

On February 19, Deb Paschke and Karen Thatcher attended a Summer Reading workshop at the Manitowoc Maritime Museum.

A staff led Readers' Advisory Workshop was held on February 25. Various book suggestions were discussed.

On March 3, the movie 2012 was shown in the lower level meeting room. On March 4, Peter Pan was shown.

The first Career-related Support Group was held in the library on Saturday March 6. It was conducted by an Empowerment and Life Coach. The group leader is also an Adult Education Program Coordinator and Academic Educational Advisor. These groups are scheduled to meet on Saturdays. They will include career advising, needs assessment, work readiness, assistance with cover letters and resumes, and mock interviews. Participants will have a chance to meet one-on-one with the Life Coach for personal counseling.

The Teen Book Group will meet on March 15. The group will be discussing Prism, by Faye Kellerman.

The Teen Advisory Board will meet on Sunday, March 21, at the Grafton McDonalds.

On March 24, a House Plant Basics Workshop will be held at the library. The workshop will be conducted by our resident plant expert, the volunteer who maintains all the library plants.

During March, a collection of Egyptian items are in the display case.

5-YEAR CAPITAL IMPROVEMENT PROGRAM REQUESTS

Director Hanson reviewed the 5-year Capital Improvement Program requests for the Library. He indicated that this process occurs annually to assist the Village in the annual budget process.

Dave Antoine questioned when the last quote for carpet was received. Director Hanson responded that a quote was obtained about three years ago. Director Hanson said the carpet is in great shape for being 21 years old and should be good for a few more years. Director Hanson also went through the options available to the Library in case of an unbudgeted major repair or replacement item. Harry Rollings questioned the computer purchased. Director Hanson explained him how computers get rotated around the Library facility as new ones are purchased.

Motion by Dave Antoine, seconded by Deb Gruenwald, to forward to the Finance Committee for final inclusion in the Village-wide five-year capital improvement program. Approved unanimously.

OLD/NEW BUSINESS

Director Hanson briefly reviewed a new library plan that is being proposed by Ozaukee County. He indicated that the Village will be adding an amendment to the plan to protect the agreement the Village has with the Town of Grafton.

Director Hanson also updated the Board on an issue happening at a library in Sheboygan County. At the moment the Board does not get along with the library director and both the Board and the director have hired attorneys to deal with the problem.

Dave Antoine passed along some more favorable comments he has heard about the Library.

ADJOURN

Motion by Rita Liesiefsky, seconded by Trustee David Liss, to adjourn the meeting at 7:24 p.m. Approved unanimously.