

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

DECEMBER 13, 2010

(Unapproved)

Supervisor Nancy Rogers called the Joint Library Board meeting to order at 6:33 p.m.

Members present: Dave Antoine, Trustee Lisa Harbeck, Linda Steffens, Harry Rollings, Supervisor Nancy Rogers, Deb Gruenwald

Members absent: Rita Liesiefsky

Staff/Officials present: Library Director John Hanson

MINUTES

Motion by Supervisor Nancy Rogers, seconded by Linda Steffens, to approve the October 11, 2010 minutes, as presented. Approved unanimously.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson informed the Board that line 248, repairs and maintenance, was for Guetzke and Associates to move a smoke detector to a location where it is less likely to sound an alarm unnecessarily. Expenses in line 210 were for the Eastern Shores Library System software maintenance and licensing. Line 325 covered expenses paid to Demco for magazine subscriptions.

Motion by Dave Antoine, seconded by Harry Rollings, to authorize payment of the October and November Library disbursements. Approved unanimously.

FINANCIAL REPORT

Director Hanson reported that expenditures are going well and we are under the budgeted amount for utilities. Trustee Lisa Harbeck questioned expenses for the wellness budget in line 316. Director Hanson explained that the wellness program was implemented by the Village of Grafton as incentive for Village employees to lead a healthy lifestyle. There are some monetary rewards involved. Supervisor Nancy Rogers questioned the postage expense. The postcard mailing increased that expense. Harry Rollings suggested that a brochure be published as to the services our library offers. This brochure could be placed in local businesses, newsletters, and possibly included in the tax bills in 2011.

Motion by Dave Antoine, seconded by Harry Rollings, to approve the financial report as written. Approved unanimously.

REVIEW LIBRARY DONOR FUND

A generous donation from Dorothy Reisinger was deposited in October.

CURRENT LIBRARY EVENTS

Director Hanson attended the annual Wisconsin Library Association meeting on November 3 and 4, in Wisconsin Dells.

On November 9, Mary Jo Hansen attended the Fall ESLS Reference Workshop -“The Social Library,” at the Sheboygan Library. On November 12, she attended the teleconference “Redesigning Today’s Public Services: Focus on Reference.” This was held at the ESLS offices.

Proceeds from the semi-annual Friends used book sale were \$1,135.

A collection on needlework was kept in the display case for November. A toy truck collection is in the case during December.

The Food for Fines program was held from November 1 – November 13. Customers bring in non-perishable food items and have \$5 removed from their fines. All food is donated to Family Sharing.

The following movie showings occurred: Charlie St. Cloud, Nov. 10, Toy Story 3, Nov.13, A Charlie Brown Thanksgiving, Nov. 24, Eat, Pray, Love, Dec. 1. All movies are shown in the lower level meeting room.

The library will be launching a teen book discussion blog, an online place where teens can post comments about a book that is selected each month. Since the library has been unable to find teens to attend a book discussion group, we are reaching out to teens with this online forum so that they may participate in book discussion. Karen Thatcher will be maintaining and overseeing this group.

On November 19 and 20, Judy Jones attended the International Children’s Literature Conference in Madison.

A \$500 donation was made to the Library by Alan Matte and Mary Bigelow.

QUARTERLY BENCHMARKS

Circulation is up 3 percent than last year with about 6,000 more items. Program attendance is up 21 percent. Computer use is 16 percent lower than last year. If statistics include Wi-Fi usage, the estimate computer usage to be the same as last year.

CONSIDERATION OF 2011 COMPENSATION

Wage and merit increases were reviewed and discussed.

Motion by Supervisor Nancy Rogers, seconded by Lisa Harbeck, to approve a 0 percent wage increase for 2011. Approved unanimously.

Motion by Harry Rollings, seconded by Deb Gruenwald, to authorize merit increases, as presented. Approved unanimously.

OLD/NEW BUSINESS

Director Hanson informed the Board that there is a vacancy on the Eastern Shores Library Board. This board meets seven times per year on Monday afternoons. This position is for a three year term and they would like to have a Library Board member from Ozaukee County fill the position.

Director Hanson will e-mail the Library Connections newsletter to Board members rather than printing it each month.

Cards of thanks will be sent to Master Gardeners, Cloverleaf 4H group, and the Cedarburg Garden Club for so generously giving of their time and talents to beautify the library grounds.

ADJOURN

Motion by Supervisor Nancy Rogers, seconded by Deb Gruenwald, to adjourn the meeting at 7:45 p.m. Approved unanimously.