

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

MARCH 14, 2011

(Unapproved)

President Rita Liesiefsky called the Joint Library Board meeting to order at 6:34 p.m.

Members Present: President Rita Liesiefsky, Dave Antoine, Trustee Lisa Harbeck, Harry Rollings, Deb Gruenwald

Members Excused: Supervisor Nancy Rogers, Linda Steffens

Staff/Officials Present: Library Director John Hanson, Amy Tomson, Deb Paschke

Others Present: Jeff Tomson

MINUTES

Motion by Lisa Harbeck, seconded by Harry Rollings, to approve the February 14, 2011 minutes, as presented. Approved unanimously.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson noted the annual expense on line 210 for contractual services of the Eastern Shores Library System. He explained that line 248 was to Dillett Mechanical Services for repair of controllers. Two new receipt printers were purchased as shown on line 310.

Motion by Dave Antoine, seconded by Deb Gruenwald, to authorize payment of the Library disbursements. Approved unanimously.

FINANCIAL REPORT

Director Hanson reported a normal beginning to 2011. Trustee Lisa Harbeck inquired as to library temperatures when the library is not open for business. She feels temperatures at all times should be set lower in a cost saving effort. Director Hanson will check with Dillett for their recommendations on this issue. Harry Rollings shared information regarding proposed budget cuts for the library system. President Liesiefsky suggested a contest, possibly incorporated with the upcoming Library Week, asking patrons for their ideas of how the library could cut costs.

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

REVIEW LIBRARY DONOR FUND

DVDs and audio editions were purchased, along with three new computers and a laptop computer.

CURRENT LIBRARY EVENTS

On Tuesday, March 1, Director Hanson, Judy Jones and Karen Thatcher attended training at the ESLS offices for launching a new web site. The library will be using WordPress software, which is supported by WiLS (Wisconsin Library Services – a member based library service)

Cabin Fever Week will be held March 14 - March 19. Summer-related items will be placed throughout the library, and refreshments and door prizes will be available.

On Wednesday, March 16, the library is scheduled to upgrade its cataloging software to Polaris 4.0. All of ESLS will upgrade this day. Among other features, the upgrade will include a library catalog design for mobile devices and texting of notices, etc. to patrons.

Karen Thatcher will participate in a 4-week web course on “Connecting Young Adults and Libraries,” beginning March 21.

A Penny Rug stitching class will be held in the library on April 5.

Customers who subscribe to Time-Warner Cable can now access library information on Channel 14. Previously this was the general community access channel, though due to lack of funding it went off the air. The channel is now hosted in the library computer room, and it will contain only library-related information. There is no cost to the library to broadcast on this channel.

2012 LIBRARY BUDGET

Director Hanson shared preliminary ideas for potential budget cuts with tier one being reduction in materials and tier two reduction in library operating hours. A lengthy discussion ensued as to cost saving measures. Valuable input was given by Amy Tomson and Deb Paschke. The rest of the library staff will be poll for ideas as well. In an effort to be proactive, the display case in June will feature library services, benefits, and history. In addition there will be a trivia contest. Board members will donate toward prizes awarded. Plans for the June event will be finalized at the April board meeting.

OLD/NEW BUSINESS

Director Hanson informed the Board that including a library insert with the tax bills would be too costly.

ADJOURN

Motion by Dave Antoine, seconded by Harry Rollings, to adjourn the meeting at 8:03 p.m. Approved unanimously.