

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

JANUARY 12, 2009

(Unapproved)

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

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

Staff/Officials Present: Library Director John Hanson

MINUTES

Motion by Supervisor Nancy Rogers, seconded by Deb Gruenwald, to approve the December 8, 2008 minutes, as presented. Approved unanimously.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson highlighted several items of interest. Line 210 shows several charges for yearly contractual services. Line 220 includes a charge to the State for the library's T-1 internet connection. Director Hanson noted that this is only for the first six months of the year. Line 319 shows fines paid by the Library because of the false alarms. Director Hanson also informed the Board that Able Security has been in the library and has taken care of the problems. Dave Antoine questioned the charges to J&H in line 210. Director Hanson responded that the charges were for the fall 2008 contractual services for checking the system. He also noted that this was there last time for charges from J & H. Starting in the spring of 2009 Dillet will be servicing the system.

Motion by Trustee David Liss, seconded by Bill Moritz, to authorize payment of the library disbursements, as presented. Approved Unanimously.

FINANCIAL REPORT

Director Hanson informed the members that 2008 revenue was a little higher than what was budgeted. The final 2008 expenditures are not known because there are several outstanding invoices at this time. Director Hanson indicated that he anticipates that the overall 2008 numbers will be a little under the budgeted amounts. Supervisor Nancy Rogers asked about the \$9,000 that was missing. Director Hanson informed the Board that the money was not missing but was moved from the one account into the general library account for the 2009 budget.

Motion by Supervisor Nancy Rogers, seconded by Bill Moritz, to approve the financial report as written. Approved unanimously.

REVIEW LIBRARY DONOR FUND

Director Hanson indicated that there were three deposits made before the end of 2008: Friends Book Sale, Tim Panka, and Used Book Sale. He also informed the Board that only one check was written for the new magnets that will be distributed to patrons.

CURRENT LIBRARY EVENTS

On December 30, a “Pizza Get Together” was held for a ‘Teen Advisory Board’ that is being planned. This Board would enable teens to become involved in the Library, and would allow them to have input with programming, collection development and volunteer opportunities. It is geared toward students in grades 6-12.

A collection of old and rare magazines will be kept in the display case during the month of January.

The Library has partnered with the Wisconsin Department of Revenue to have Department of Revenue employees answer tax questions at the Library. Personnel will be available on several Mondays from January through April. The Grafton facility is the only library in Ozaukee County offering this service.

A Scrap Booking Workshop will be held in the library on January 20, starting at 6:30 p.m.

COMPUTER PURCHASE

Director Hanson distributed quotes for the possible purchase of seven new computers. He indicated that of the 7 new computers, 6 will be replacing existing computers in the Library that are 5 plus years old and 1 will be a new computer for the front desk. All the computers are from Dell and are purchased through the tech department at the ESLS offices. Director Hanson that in order to save money, 5 of the computers will not come with monitors because the existing monitors are still working fine. Two computers will be purchased with 22” widescreen monitors. Director Hanson reminded the Board that the new computers will be purchased using the Library Donor fund because the budget did not allow for them to be included. The total cost of all 7 computers with the 2 is \$5,873.55.

Motion by Trustee David Liss, seconded by Maggy Kuhn, to approve the purchase of 7 new computers using the Library Donor Fund for an amount of \$5,873.55. Approved Unanimously.

OLD/NEW BUSINESS

Director Hanson informed the members that water has been leaking into the Adult Library in the southeast corner. He discussed the problem with Public Works Superintendent Gary Helm and the problem will be repaired as soon as weather permits.

Director Hanson distributed information on the library system circulation. He indicated that the Grafton Library had the largest increase in circulation for the entire system with a 11.7 percent increase. Total circulation for the library was 228,905 items checked out of the library. Rita Liesiefsky and Supervisor Nancy Rogers said they would like to see the numbers broken down between books, CDs and DVD's.

Director Hanson informed the members that the movie license agreement has been increased which will allow for additional public showings as part of the movie program.

Dave Antoine questioned the need to have Library Board meetings monthly. He stated that the last couple of months have been very light and he was wondering what the members thought about skipping a meeting if the items are not urgent. It was the consensus of the Board to let Director Hanson and President Antoine determine the need for a monthly Library Board meeting based upon the agenda items.

Rita Liesiefsky asked about the parking situation with the Library and NSAA. Trustee David Liss recommended that Director Hanson discuss this situation with the Village Administrator. He was under the impression that NSAA was not allowed to use the parking lot during open Library hours. Director Hanson indicated that he will discuss this matter with the Village Administrator and report back to the Board at a future meeting.

ADJOURN

Motion by Rita Liesiefsky, seconded by Supervisor Nancy Rogers, to adjourn the meeting at 7:18 p.m. Approved unanimously.