

MINUTES
February 3, 2009

Present: K. Engelbrecht, M. Tyree, B. Deters, J. Aynesworth, P. Geidel, M. Reilly-Kliss, S. Cantrell, T. Fitz, J. Poulos, N. Dobberstein

Call to order: 7:00 PM by K. Engelbrecht

Correspondence/Announcements: Former Library Board member Joe Gates passed away on Sunday, Feb. 1, 2009.

Children's librarian Nancy Bauer is looking into setting up "Brown Bag Lunches for Home Schoolers"

Staff member Joanne Hoesser is improving after breaking her leg.

Staff member Nan Chase came through her liver surgery in good condition.

Minutes of the January 6, 2009 meeting: Change spelling of J. Haeser to Hoesser. Motion to approve by N. Dobberstein, T. Fitz. Motion carried.

Financial reports:

Financial secretary's report: P. Geidel presented the financial secretary's report.

Motion to approve by M. Reilly-Kliss, T. Fitz. Motion carried

Review of Library Revenues and Expenditures: M. Tyree presented a summary of the Library Materials Budget for 2008 as of February 2, 2009.

Vouchers: M. Tyree presented the vouchers for January 2009. Motion to approve by J. Poulos, P. Geidel. Motion carried

Old Business:

A. Building update:

A cracked window in the Reference area was replaced by West Bend Glass.

B. Mid-Wisconsin Federated Library System Update:

There was discussion at the last meeting of changing the company that provides van service to the libraries in Mid-Wisconsin. There will be no change.

C. SEG/Roof:

The city attorney has contacted SEG. SEG has not responded yet.

D. Staff Development:

M. Tyree has requested that staff attend either ALA or WLA or WAPL this year.

E. Long Range Plan:

M. Tyree would like to begin looking at the Board policies to update them, beginning with the collection development policy.

New Business:

A. Get It Now's new store:

The company donated \$1,000 to the library to purchase financial literacy materials for adults and youth.

B. Computers:

The computer at the Reference Desk died on 1/23/09. M. Tyree would like to purchase at least 2 additional computers. Motion to purchase 2 additional computers and a monitor from TKO, not to exceed \$800 by J. Aynesworth, P. Geidel. Motion carried

C. River Walk Art Fair:

The River Walk Art Fair coordinator wants permission to use the library parking lot during German Fest weekend (8/28/09 – 8/29/09)

D. U.S. Census Bureau:

The U.S. Census Bureau would like to use the Story Hour Room in April for 10 hours each for 8 consecutive days. The Library Board would prefer this not take place in the library because it would create problems for children's programming.

E. Baby Shower:

Staff is requesting to use the library to have a baby shower for a staff member. The Library Board is not in favor of this.

F. Ad for Library:

The Chamber of Commerce puts out a City of West Bend map. They asked if the library wants to put an ad in this map. The Library Board is not in favor of this because we need to put as much money into the materials budget as possible.

G. Sunday Hours:

The patron who requested that the Board consider Sunday hours, asked that the library cut hours elsewhere so that Sunday hours could be put in. M. Tyree ran an analysis of usage of the library both in person and on the Internet. The Library Board considered this request, and decided, once again, to refuse this request. There is no money in the budget to fund Sunday hours.

H. Staff wish list:

Staff gave information to the Board on items they would like to see purchased for the library. The Board requested that M. Tyree come back with specific prices and a priority list of these staff requests.

Motion to adjourn:

Motion made by M. Reilly-Kliss, M. Burdge.

Respectfully submitted,
Barbara Deters
Secretary