

West Bend Community Memorial Library
630 Poplar Street
West Bend, WI 53095
www.west-bendlibrary.org

Library Board Meeting Minutes
Tuesday, October 6, 2009

The meeting was called to order by Board President B. Deters at 7:05pm.

Present: R. Lindbeck, D. Rakowski, J. Aynesworth, J. Fowler, K. Engelbrecht, J. Schaar, B. Deters. Also present: S. Cantrell, M. Tyree. Excused: P. Geidel

DIRECTOR'S REPORT:

City budget meetings will begin with an overview by Dennis Melvin on 10/19/09, followed by individual department meetings on 10/20/09, and a public meeting is scheduled for 11/16/09.

There will be a County Wide Reading Program initiated by Friends of the Hartford Public Library and involving all 5 system libraries.

Received a check from Kiwanis Early Risers for \$2,500.00 for Children's programs and performers.

Minutes of the 9/8/09 meeting: Spelling error on page 3 corrected to read "public". Motion to approve by J. Fowler, seconded by J. Aynesworth. Minutes were approved.

FINANCIAL REPORTS:

No Financial Secretary's Report. Will review Sept. and Oct. reports at the November Board Meeting.

Approval of Library Expenditures for Sept. 2009 - Motion to approve by D. Rakowski, J. Fowler. Vouchers were approved.

OLD BUSINESS:

Building Update: "White particles" noted falling onto floor near circulation desk where patching has been done in the past. Michael will look into possible causes and how to repair.

MID-WISCONSIN: No report.

SEG: Per M. Schanning, the roof warranty is in effect until all legal aspects re: the roof and potential repairs are settled.

Concrete Replacement bids: Duquaine will call this week or early next week to schedule work to be done. Concerns re: the weather changing and getting the job done before winter.

Citizen Library Academy Proposal: Nick Dobberstein suggested 8 sessions, 1x/week. The board would like this condensed to one 90 minute session with refreshments provided afterwards. Michael to discuss with Nick, and look forward to hosting this event in the Spring of 2010.

NEW BUSINESS:

Resource Library Contract for 2010 signed by B. Deters, Board President, and K. Engelbrecht, Board Secretary

Use of Meeting Rooms - Writing Course for Home Schoolers: Group is asking to use board room or tower room for possibly 1x/month home school group meetings. Motion to approve by D. Rakowski, seconded by J. Aynesworth. Motion carried.

Collection and Equipment Policy: Second section - 1st sentence should read "If there are no reserves, a **28** day renewal may be requested at the end of most 28 day loans".

Discussion took place re: increasing fines for videos, DVD's, CD-ROMS, and other specialty items circulated as kits. Motion by J. Aynesworth to increase fine for videos, DVD's, CD-ROMS, and other specialty items circulated as kits to \$1.00/day starting 1/1/10, with notice being given to patrons starting as soon as possible. Motion seconded by D. Rakowski. Motion carried.

Discussion then took place re: increasing book fines to 25 cents/day. Motion by D. Rakowski, seconded by R. Lindbeck. Motion failed.

Motion to approve Collection and Equipment Policy with updates as above by J. Fowler, and seconded by D. Rakowski. Motion carried.

Discussed need to inform public of increases in fines in a timely manner.

Discussion re: need for a "Board Retreat" in near future.

Next Meeting Date: 11/3/09. December meeting will include Director's evaluation and will be held on 12/1/09.

Motion to adjourn meeting by J. Aynesworth, seconded by R. Lindbeck. Motion carried. Meeting adjourned at 8:10pm.