

West Bend Community Memorial Library
630 Poplar Street, West Bend, WI 53095
262-335-5151
www.west-bendlibrary.org

Library Board Minutes
Tuesday, November 3, 2009

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

Correspondence: None

DIRECTOR'S REPORT:

Request to discuss posting of upcoming library board meeting agendas online. Will add to December agenda. The Intellectual Freedom Award was presented to our Library by at recent Library Convention in Appleton. Minutes from October 6, 2009 meeting: Motion to approve by J. Aynesworth, seconded by J. Fowler. Motion carried.

FINANCIAL SECRETARY REPORT:

Report 8/1/09 - 8/31/09 - Motion to approve by M. Burdge, seconded by D. Rakowski. Motion carried.
Report 9/1/09 - 9/30/09 - Motion to approve by M. Burdge, seconded by J. Schaar. Motion carried.
Report 10/1/09 - 10/31/09 - Motion to approve by M. Burdge, seconded by D. Rakowski. Motion carried.

Library Revenues and Expenditures YTD reviewed.

Approval of Library Expenditures for Oct. 2009 - Motion to approve by P. Geidel, seconded by M. Burdge. Motion carried.

OLD BUSINESS:

- A. Building Update: Recent heavy rains resulted in leaks in Children's section. This is a new problem. CD Smith has been notified of the damage and will be repaired by our maintenance dept., and may need to be addressed by CD Smith.
- B. MWFLS: Budget for Mid-Wisconsin passed in Sept. Next meeting will be the Tuesday before Thanksgiving.
- C. SEG: City Attorney provided board with a letter re: the latest report from SEG. This issue involving JT roofing will eventually be addressed by the City Council.
- D. Concrete Replacement Update: Report of vandalism to newly replaced concrete. The teens that did the damage were caught 2 days later. Will cost \$216.00 to replace/repair, and teens will be responsible.
- E. 2010 Budget Update: Under "System Resource" on pg. 11 - need to remove the sentence which reads "The \$39,060 amount is based on reduced State funding". Public hearing will be held on 11/16/09 at City Hall.
- F. Policies Review - Collection and Equipment Policy Update: Policy was approved at Oct. board meeting. Need to add the word "items" after "210,000" in first sentence of policy. Will now be posted on library website.

NEW BUSINESS:

- A. Policies Review - Cell Phone Policy. M. Tyree asks that we tighten up the policy. The board also asks M. Tyree to look into the use of a cell phone blocker for the building. Motion to approve updated cell phone and pager use policy by M. Burdge, seconded by P. Geidel. Motion carried.
- B. Holiday Closings: M. Tyree proposed that we close that the library from 12/24/09 - 12/27/09 and 12/31/09 - 1/3/10. Motion by P. Geidel and seconded by M. Burdge. Motion carried.
- C. Next Meeting will include Director's Evaluation and will be held on 12/1/09 and begin at 6:30pm. Board meeting packets for the Dec. meeting will be available for pick up the Friday after Thanksgiving. The January meeting will be held on 1/5/10 - board packets will be made available for pick up on 12/28/09. Motion to adjourn by J. Aynesworth, seconded by J. Fowler. Meeting adjourned at 8pm.

Respectfully submitted,
K. Engelbrecht, Board Secretary