

Minutes of March 9, 2004 prepared for April 6, 2004 Board Meeting

Delafield Public Library

Call to order by Robert Transon at 7:01 pm

Skip Abbott	Absent	Phyllis Sigmond	Present
Jeff Krickhahn	Present	Carol Snyder	Absent
Libby Gifford	Present	Robert Transon	Present
Robert Mitchell	Present	Marty Webb	Present
Lorinda Quinlivan	Absent		

Also in attendance – Jocelyn Bubolz, Delafield Library Director and Chris Cramer, Delafield Library Staff

Approval of Agenda

MOTION MADE TO APPROVE MARCH 2004 AGENDA. (WEBB/ KRICKHAHN) CARRIED.

Public comments or discussion

None.

Approval of minutes

MOTION MADE TO APPROVE FEBRUARY 2004 MINUTES. (KRICKHAHN/GIFFORD) CARRIED.

Financial report & bill approval

MOTION MADE TO APPROVE FEBRUARY 2004 BILLS. (KRICKHAHN / TRANSON). CARRIED.

Farber Fund –

The account has a little over \$127,000. This is up from \$116,000 earned in 2003. We have paid \$795 for Morningstar out of this account.

Building Together Fund Bob –

Bob Transon stated that the BTF savings account has a balance of approximately \$9,000.

Communications –

There is nothing for discussion at this meeting.

Committee Reports – None

Directors Report

WCFLS System Director, Tom Hennen is encouraging all libraries to join Café (where Waukesha would vend its Sirsi automation system). He believes that there are funds from the State that would be available to assist libraries with some of the cost to join one system in this case, Cafe. He hopes that the various Constellation Library Boards will approve joining the Waukesha shared system. Jocelyn mentioned that our current Polaris (Constellation) contract ends in September. The board discussed the new migration proposal and how it would affect Delafield. After some discussion the board members were polled and the consensus was that joining Waukesha's system seemed to be the way to proceed, that a larger shared automation system in the future would be inevitable. Jocelyn will do further fact checking.

At the latest APL meeting the directors discussed District Libraries (a form of library organization which is being studied by the state but is not available at this time). The directors also discussed the issue of capital costs. Jocelyn attended the last County Capital Costs Committee meeting and will attend the next meeting.

Mentioned there have been new databases added to Badger Link (LitFinder and Teaching Books).

Trustee Essentials – There was a brief discussion of by-laws. The Board will take up Trustee Essentials Chapters 1-3 at the next meeting.

Waukesha County Reads – Tappan Wilder will participate in two Waukesha County events. The private fund raising event to be hosted by Delafield is on Sat., April 3, 2004 from 4-6 pm. The board was invited to attend and RSVPs are requested. If anyone knows of any individuals that might like to attend this function, please make suggestions to Jocelyn. Donations that are given will be split between WCFLS and the designated Library. Delafield would probably use donations for collection development. Desserts, hors d'oeuvres, wine, coffee and cheese will be served. The public Tappan Wilder event will be Sunday at UW-Waukesha.

2004 Annual Addendum to the WCFLS Member Library Agreement: This needs to be signed and returned to WCFLS so we receive our County aid payments. The member agreement has been in place for a number of years. Every year we sign an addendum which simply specifies the amount of the payment. This needs to be signed by the Board President and Secretary. Jocelyn will make arrangements to get the necessary signatures.

The Annual Report – Jocelyn reviewed the Annual Report and noted two minor corrections. Motion made to get the necessary Board President's signature and submit the report. (MITCHEL/WEBB).
CARRIED.

Trustee Essentials (Chapter 1-3) See directors report

Policies/By-laws – Jocelyn attended a recent workshop concerning Wisconsin Open Meetings. Bob Mitchell had also attended a talk on the open meetings law. He recommended that the board review the *Wisconsin Open Meetings Law: A Compliance Guide 2003* booklet that he handed out. The Wisconsin Department of Justice web site has further information and you can download and print reports and documents.

Phyllis Sigmond indicated she would be resigning and this would be her last meeting. She was thanked for all her hard work and dedication. She will submit a formal resignation soon.

Set/confirm next meeting date – Tuesday, April 6, 2004.

Adjournment

MOTION MADE TO ADJOURN AT 8:30 PM (KRICKHAHN/GIFFORD) CARRIED.

Minutes prepared by Chris Cramer

Respectfully Submitted,
Marty Webb
Board Secretary