

Delafield Public Library

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

Also in attendance – Jocelyn Bubolz, Delafield Library Director and Chris Cramer, Delafield Library Staff.
* Robert Mitchell had a work conflict until 7:30 which he'd alerted us to. He arrived at 7:45 for the second half of the meeting, however, the meeting concluded just as he arrived.

Approval of Agenda

MOTION MADE TO APPROVE APRIL 2004 AGENDA AS AMENDED. CITY FINANCIAL REPORT WAS NOT READY FOR OUR MEETING AND THEREFORE NOT INCLUDED. NEW LIBRARY IS NOT TO BE INCLUDED IN THE AGENDA. (KRICKHAHN/WEBB) CARRIED.

Public comments or discussion

None.

Approval of minutes for March 2004

Not available yet.

Financial report & bill approval

The City financial reports were not available as of April 6, 2004. Typically, these reports are completed by the 10th of the month. The bills were passed around for signing. There were no questions; board members signed the Bill List.

Farber Fund –

The Farber account has a little over \$130,960. This is up a few thousand dollars.

Building Together Fund Bob –

Bob Transon stated that the BTF savings account has a balance of approximately \$9,615.99. The checking account has approximately \$1,000. Bob Transon is working with Brian Faracy on future investing.

Communications – Carol Snyder read Phyllis Sigmond's resignation letter, dated March 14, 2004.

Since her position was the school representative, her successor will be selected by the Kettle Moraine School Superintendent.

Committee Reports – None

Directors Report

- Jocelyn read a letter from Laurie Dolan thanking and complimenting Chris Cramer for her valuable assistance.
- State report – Jocelyn handed out amendments to the State Report.
- The Greater Milwaukee Foundation has contacted Mary Schuman, Friends President, recommending our agency apply for funds from the Greater Milwaukee Foundation for Library projects.

- Passed out the copies of the "Channel"
- The Wilder event was a success. The speaker, location, and food were delightful. On the following Sunday, March 18th, Tappan Wilder incorporated a slide presentation as he spoke at UW-Waukesha.
- Discussed the various Centennial celebration activities that begin during the start of National Library Week, April 18, 2004: fine amnesty, birthday cakes donated by the Delafield Sentry, and Crestwood Bakery, daily prize giveaways to the 100th person checking out materials, and other activities planned throughout the rest of the year.

Trustee Essentials - Chapter 1-3 will be discussed in May.

Policies/By-laws – We need to review the Employee Handbook. Marty, Libby, and Carol will start the process of revising this document in the summer. The director will provide vacation benefit information for the May meeting.

Set/confirm next meeting date – Tuesday, May 11, 2004.

Adjournment

MOTION MADE TO ADJOURN AT 7:45 PM (TRANSON/WEBB) CARRIED.

Minutes prepared by Chris Cramer

Respectfully Submitted
Marty Webb
Board Secretary