

Delafield Public Library Minutes of Jun 15, 2004 prepared for July, 2004 Board Meeting

Call to order by Carol Snyder at 7:10 pm

Present: Lorinda Quinlivan, Skip Abbott, Carol Snyder, Bob Mitchell, Marty Webb
Libby Gifford

Excused: Jeff Krickhahn, Jody Goswitz

Absent: Bob Transon (had to work that evening)

Also in attendance- Jocelyn Bubolz, Delafield Library Director

Approval of Agenda

**MOTION MADE TO APPROVE AGENDA (QUINLIVAN/GIFFORD)
CARRIED**

Public Comments – none, since there were no members of the public present

Approval of Minutes

**MOTION MADE TO APPROVE THE MAY 11, 2004 MINUTES
(WEBB/MITCHELL) CARRIED**

Financial Report & Bill Approval

Jocelyn reported that approximately 32.7% of the 2004 budget has been spent as of the end of May. The book selection committees' decisions on which new books to approve for purchase has become even more difficult in 2004 due to the severe constraints of a smaller budget. The staff has suggested a Book Adoption program as a way to promote donations to increase the library's book collection.

**MOTION TO APPROVE JUNE 2004 BILLS (ABBOTT/GIFFORD)
CARRIED**

Farber Fund & Building Together Fund Reports – no report

Communications

An official letter was received from Superintendent Sara Jerome regarding the appointment of Jody Goswitz as the school representative on the Library Board.

Carol received a letter and check from the Greater Delafield Community Fund, Inc. in the amount of \$500 to be used to purchase children's books.

Carol read a letter thanking Skip and Libby for their exemplary service on the library board. (The mayor chose to appoint two new members to the library board rather than reappoint Skip and Libby.) Attached to the minutes is the entire text of Carol's letter. The board agreed with Carol and also complimented Skip and Libby on their time, efforts and service.

Committee Reports – no reports

See City

Jocelyn discussed the Veterans History Project and the possibility of getting a grant. [Jody Goswitz had suggested using students and iMovie software to make veterans' interviews available on our webpage at the May meeting.] Libby also suggested including KM students. Jocelyn spoke with the Librarian from St. John's Northwestern Military Academy about the possibility of cadets doing some of the interviewing. The oral histories could be placed in the Library of Congress or at the Veterans Museum in Madison and copies could be housed in the Delafield Library and listed in our online catalog. Bob Mitchell suggested including oral histories from pacifists also.

Café Automatic Contract approval

Bill Chapman had looked over the Café contract. Though there are minor changes he and others suggested, it was decided to go ahead and sign the current contract Waukesha has offered since all the other constellations libraries were going to sign. The contract was signed by Jocelyn and Carol pursuant to the authorization in the May minutes

Annual Community Survey (Library Questions to include)

Suggestions were taken for the community survey to be sent out again to approximately every 7th active registered voter. The questions pertaining to the last year's referendum will not be included.

Budget (2005, process, timeline)

Public meetings:

July 26, 2004 600 pm, Fish Hatchery, Financial Advisory Board Meeting
Oct.10/11 2004 700pm, Fisher Hatchery, Financial Advisory Board Meeting
Nov 1, 2004 700 pm, Council Chambers, Public Hearing on the Budget/Levy
Nov 15, 2004 700 pm, Council Chambers, Approve Final Budget/Levy

Policies to approve /revise

**MOTION TO ACCEPT THE REVISED CIRCULATION AND PRIVACY
POLICIES (GIFFORD/ABBOTT) CARRIED**

Set/confirm next meeting date

July 13, 2004, Tuesday at 7:30pm

Adjournment

**MOTION MADE TO ADJOURN AT 8:42 PM (GIFFORD/ABBOTT)
CARRIED**

Prepared by Marty Webb, Library Board Secretary