

Delafield Public Library Board of Trustees Meeting
Minutes for September 13, 2005
DRAFT

Unofficial Minutes for September 13, 2005 prepared for board approval on October 11, 2005

Call to Order by Karen Irwin, Library Board Treasurer at 7:10 PM

Present: Jody Goswitz, Anita Ziffren, Barb Rambadt, Bob Mitchell, Dick Reul, Karen Irwin, Marty Webb, John Maddente (arrived at 8:53 PM)

Excused: Jeff Krickhahn

Also present, Chris Cramer, Circulation Supervisor/Computer Technician, sitting in for Terry Zignego, Interim Library Director

Introduction of new members: Karen and members of the board welcomed our new Library Board Trustees, Anita Ziffren and Barb Rambadt

Approval of Agenda:

Robert Mitchell amended the Agenda to include an introduction for our new members
MOTION TO APPROVE SEPTEMBER 13, 2005 AGENDA AS AMENDED
(GOSWITZ/MITCHELL) CARRIED – Maddente absent for the vote

Public comments/discussion: no comments

Approval of minutes:

MOTION TO APPROVE AUGUST 16, 2005 MINUTES (GOSWITZ/REUL) CARRIED
– Maddente absent for the vote

Communications: An invitation was received from the Town Hall Public Library regarding an informal gathering on September 22, 2005 from 5:30 pm until 7:30 pm to tour the library and expand awareness of the library's current challenges and future possibilities in North Lake.

Committee Reports/Friends' Report: Mary Schuman sent a written report from the Friends, a September 10th book sale yielded a profit of \$500.00, the next book sale will be in May. The Friends are donating remaining children and teen books to the Next Door Foundation in Milwaukee.

There is no update on the EBay sale of used books.

A discussion for a liaison between the staff/library board and the Friends of the Library was moved to the October meeting.

Directors Report: Chris reported the library staff was in the "back to school routine". The reading programs have started with twenty-five children. Café' is somewhat cumbersome, what took one keystroke under the old system now requires several keystrokes. Patrons like the variety of the new shared system. A few problems have arisen and will be addressed at the next Café' members meeting.

Director Search/Staff positions: There are now eight candidates for the Delafield Library Directors' position. The closing date for accepting applications is September 15, 2005.

The Director Search Committee, which includes John Maddente, Jody Goswitz, Robert Mitchell, and Karen Irwin, is scheduled to meet on September 21st, Monday to review the applications.

Chris advised the board an opening for a circulation position was advertised due to staff shortage, the pay is \$9-\$10, 12-15 hours a week. Jody questioned if this was covered by the current budget, is it a new job or coverage for other employees? This will be discussed at the next board meeting and whether the board needs to approve an application for employment.

Vacation policy: (John Maddente, Vice President arrived to preside over the meeting) The discussion regarding the vacation policy was tabled until the October meeting to include Terry Zignego, Interim Library Director.

Farber Fund: Irwin reported no update to the Farber Fund was available.

Robert Mitchell gave a history of the Farber Fund for new Board members.

MOTION MADE TO SPEND PART OF THE FARBER FUND MONEY, \$2000.00 FOR BOOKS ON CDS, \$2000.00 FOR DVD MOVIES (GOSWITZ/IRWIN)

MOTION MADE TO AMEND THE ORIGINAL MOTION TO INCLUDE MONEY COMES OUT OF THE AVAILABLE FUNDS IN THE CHECKING ACCOUNT ONLY (MITCHELL/REUL) CARRIED

MOTION MADE TO AMEND THE ORIGINAL MOTION TO INCLUDE UP TO \$2000.00 FOR BOOKS ON CDS AND UP TO \$2000.00 FOR DVD MOVIES (RAMBADT/MADDENTE) CARRIED

MOTION MADE TO SPEND PART OF THE FARBER FUND MONEY FROM THE AVAILABLE FUNDS IN THE CHECKING ACCOUNT ONLY, UP TO \$2000.00 FOR BOOKS ON CDS, UP TO \$2000.00 FOR DVD MOVIES (GOSWITZ/IRWIN) AYES: MITCHELL, GOSWITZ, REUL, RAMBADT, MADDENTE ZIFFREN, IRWIN. NAY: WEBB

Financial report & bill approval:

MOTION MADE TO APPROVE THE BILLS (WEBB/IRWIN) CARRIED

Budget 2005/2006:

Terry Zignego, Jeff Krickhahn and John Maddente met to discuss the budget and went thru the budget line by line, a draft summary was handed out to the board. The next city budget meeting is the Finance Advisory Board Meeting & Budget "Show and Tell": Operating and Capital Budgets to be Presented, October 10, 2005, 6:00 PM at the Chentis-Krueger Fish Hatchery.

Set/confirm next meeting date: Tuesday, October 11, 2005, 7:00 PM

Adjournment:

MOTION MADE TO ADJOURN AT 9:12 PM (WEBB/GOSWITZ) CARRIED

Minutes prepared by Marty Webb, Library Board Secretary