

Delafield Public Library Board of Trustees Meeting
Tuesday October 10, 2006, 7:00 pm
Council Chambers, City Hall

Call to Order by Jeff Krickhahn at 7:02 pm

Present: Anita Ziffren, Jeff Krickhahn, Karen Irwin, Robert Mitchell, Marty Webb, Barb Rambadt

Excused: Dick Reul, John Maddente, Char Hall

Also present: Robin Flory, Delafield Library Director

Approval of Agenda:

MOTION TO APPROVE AGENDA (ZIFFREN/WEBB) CARRIED

Approval of minutes September 12, 2006

MOTION TO APPROVE MINUTES (IRWIN/RAMBADT) CARRIED

Public comments/Discussion: none present

Financial and Farber Fund Report: Karen reported the Farber checking account at \$716.91, brokerage account \$143,125.10, and the cash account available \$3,677.61.

Director's Report:

- Robin attended WCTC seminar "Successful Fund Development Programs" also a half-day class at Elm Grove Library on hiring and retaining the right employees.
- Robin received a verbal invitation to join the Delafield Chamber of Commerce; fees would be \$100.00 per year.

MOTION AUTHORIZING ROBIN TO ACCEPT AN INVITATION TO JOIN THE DELAFIELD CHAMBER OF COMMERCE (MITCHELL/IRWIN) CARRIED

- 2006 WCFLS 25th Anniversary Dinner Honoring Library Trustees and Friends will be on November 8, 5:30 – 7:30 pm at Merrill Hills CC, e-mails will be sent to board members as reservations are required.
- Envisionware and the 3M Security System installations have created changes in circulation with workflows and staff, staff is doing well handling the adjustments.
- Neal is working with a software program to rearrange the library, primarily circulation and the children's area for better work space. This allows him to measure the space and if there is a fit than physically moving the sections.
- Robin presented the budget to the Finance Advisory Board on Oct 9th.
- Volunteers and staff have been putting security strips into materials to complete installation of the security system. The Library is hosting Patron Appreciation Day" next month. Upcoming adult programs include "Love and Logic", "Parenting", and flu shots. Teen Read Week is going on now. Neal devotes two classes to beginner Internet searching and basic computer skills.

Approval of 2007 Library Budget:

The Budget Public Hearing is on November 6th.
Finance Advisory Board meeting to provide recommendations is Nov. 13th.
Council approval of final levy and budget is Nov 20th

Considerations of revised Library Internet policy:

MOTION THAT THE BOARD AUTHORIZES USE OF THE REVISED INTERNET POLICY AS AMMENDED (MITCHELL/IRWIN) CARRIED

The Library Internet policy will be at the Circulation Desk

Committee Reports or other reports:

A plaque is being made for Jody Goswitz for her years of service on the Library Board to be presented next month

Friends of the Library will be hosting a Pizza with Santa on Dec. 15th from 6:00-8:00 pm at the Fish Hatchery. Barb Rambadt and her husband have offered to perform music, the offer was accepted.

The board discussed the City's Space Needs

The board expressed condolences to the family of Martha Karbler, a long standing board member.

Audit and approval of monthly expenditures:

MOTION TO APPROVE THE BILLS (RAMBADT/ ZIFFREN) CARRIED

Set/Confirm next meeting date: November 14, 2006 – 7:00 pm

Adjournment:

MOTION TO ADJOURN AT 8:15 PM (WEBB/MITCHELL) CARRIED

Minutes prepared by Marty Webb, Library Board Secretary