

Minutes of the  
Delafield Public Library Board of Trustees Meeting  
Tuesday, March 18, 2008, 7:00 PM

**Call to Order:** by President Jeff Krickhahn at 7:06 pm

Present: Dick Reul, Jeff Krickhahn, Marty Webb, Denise Labott, Dick Niles, Robert Mitchell, Andrea Shrednick (arr. 7:22), Char Hall (arr. 7:35)

Excused: Noel Aicher

Also present: Terry Zignego, Library Director

**Roll call and introduction of guest:** none present

**Approval of agenda:**

MOTION TO APPROVE AGENDA (REUL/LABOTT) CARRIED  
(SHREDNICK/HALL NOT PRESENT)

**Approval of minutes, Feb 12, 2008:** Delete "FOR ALL ACCOUNTS" in the second motion under Financial and Farber Fund Report to read MOTION TO HAVE THE PRESIDENT OF THE DELAFIELD PUBLIC LIBRARY BOARD AS AN AUTHORIZED SIGNER FOR BUSINESS CHECKING ACCOUNTS (HALL/REUL) CARRIED

MOTION TO APPROVE MINUTES AS AMENDED FOR FEB 12, 2008  
(MITCHELL/NILES) CARRIED (SHREDNICK/HALL NOT PRESENT)

**Public comments/discussion:** none present

**Financial and Farber Fund report:** Robert reported checking acct \$957.41 investment acct \$146,513.25, cash approximately \$2000.00. After a discussion it was decided the report on the Farber Fund be done quarterly unless something comes up that needs the board attention and/or approval

Robert questioned some investments, a discussion followed.

MOTION TO GET OUT OF CLAYMORE/GUGGENHEIM; TRANSFER APPROXIMATELY \$15,000 TO CHECKNG AND SAVINGS ACCOUNTS WITH MONIES TO BE SPENT ON BOOKS AND OTHER MATERIALS.  
(MITCHELL/REUL) CARRIED (HALL NOT PRESENT)

**Director's Report:**

- circ increase 19% over 2007, staff will keep statistics of reference, circ, informational & technical questions, to aid in a more accurate annual report & scheduling staff
- no decision on WCFLS funding formula, next meeting March 31, 2008
- Feb. programs: film club showing w/ food 8, Adult book club 5, Teen chocolate party 15, Teen lock-in 12.

- Mandy, adult services librarian, is offering hands-on sessions, how to use our online catalog more efficiently, beginning in April.
- department heads sending statistics to ICMA, which compiles data & compares cities, a way to measure Delafield services against other cities similar size.
- State Annual Report submitted, copies available in library
- Renee Kapusniak accepted full-time job at Concordi College Library. Shelver Kaitlyn Smith is taking Renee's evening & week-end hours.
- Five Guys fund raiser \$212, to be spent on Adult CD books; White Oak Grill- no report at this time, Andrew's in the Delafield Hotel thru March' 5% food & beverage receipts to be donated to children's collection.
- Jean Collins, new volunteer will take large print books, dvds and videos to Hillside Woods on a monthly basis. New Manager is interested in programming in the future.

**Discussion of Fund Raising:** Terry spoke w/ Dave Schultz, Waukesha County Community Foundation, on March 17, 2008. Terry offered a couple of options on how to get started with fund raising, a discussion followed. Cate Rahmlow has some experience w/ fund raising; Char will contact Cate to get her opinion and the possibility of her attending a board meeting. Terry will ask Mr. Schultz to also attend a board meeting.

**Long range plan:** Copies of Muskego's Table of Contents for their new long range plan were passed out to the board for some idea of what needs to be done. Denise and Terry will tackle a section at a time, several other members offered to help.

**Committee reports and other reports:** Jeff Krickhahn was appointed to the Architect and Construction Manager Committee. Jeff will report to the board monthly. Delafield Idol will be held June 21, 2008 for the Block Party. Looking ahead the Golden anniversary for City of Delafield is in 2009.

**Audit and approval of monthly expenditures:**  
MOTION TO APPROVE BILLS (WEBB/SHREDNICK) CARRIED

**Set/confirm next meeting date April 8, 2008:** Jeff will be unable to attend, Char will be late

MOTION TO ADJOURN AT 8:27 PM (WEBB/LABOTT) CARRIED

Minutes prepared by Marty Webb, Board Secretary