

**Rosemary Garfoot Public Library Board Meeting**  
**Tuesday, April 23, 2013, 7:00 a.m.**  
**2107 Julius Street, Cross Plains, WI 53528**

**Present:** Denise Baylis, Sue Schuetz, Charity Hirsch, Steve Schunk  
**Also present:** Pam Bosben

- I. Call to Order:** Hirsch called the meeting to order at 7:05 a.m.
- II. Welcome New Trustee, Sue Schuetz:** Pam introduced the Board to its new member representing the Village. The Board thanked Dan McMahon for his service and dedication to the Library and Library Board.
- III. Public Comment:** None
- IV. Approval of Minutes from the March 19, 2013 meeting (action item):** Hirsch motioned for approval of the minutes/Schunk seconded/motion carried
- V. Treasurer's Report:** Schunk motioned that agenda item VIII be moved forward/ Baylis seconded/motion carried and Schuetz was approved as Board Treasurer. Schuetz reported that there was \$8783.92 in checking, and \$206,989.03 in the cash management account. Bosben reported \$621.99 turned over to Village Library account.
- VI. Approval of Bills (action item):** Schunk motioned approval/Hirsch seconded/motion passed
- VII. Director's Report:**
  - a.** Pertzborn Plumbing and Fire Inspection completed their quarterly sprinkler system testing. Saturday night alarm at the library called the fire department. No fire, possible that a surge on panel tripped the alarm. Pertzborn thought valve or switch gone awry.
  - b.** Public Facilities replaced lights and ballasts in record time and also dealt with a few door issues.
  - c.** "Green burials" program was well attended as was the screening of *Argo*.
  - d.** Catherine is planning a "Reading Buddy" program in conjunction with the Summer Library Program. Teen volunteers will pair with younger children who will read to them, a great way to retain and/or improve reading skills during the summer break. Her Mystery Book Club for Tweens just finished discussing *The Case of the Missing Marquess: an Enola Holmes Mystery* by Nancy Springer.
  - e.** H&H was contacted about issues with one of the HVAC units. They tightened some belts and will do a more thorough assessment during their next quarterly visit.
  - f.** Nate Glynn will continue to mow the library front lawn for another year.
  - g.** An Eagle Scout candidate provided some community service at the library under the supervision of Holly.

- h.** Bosben attended a workshop on April 10 conducted by the Monkey Business Institute. This was a terrific day-long session on improvisation in the workplace and improving communication skills.
- i.** As reported to the Library Board, the library cash box was stolen sometime between the late afternoon of April 19 and 9:40 a.m. on April 20. Police report was filed and Bosben met with Matt Schuenke to review the incident for the insurance report.
- j.** Local artist, Nancy Bruins, is exhibiting her weavings and etchings at the library.
- k.** Joan Schneeberger has returned as the Historical Society curator.
- l.** The library received a donation from Deb and William Holden.

**VIII. New Business**

- a. Appointment of Treasurer (action item):** Moved to V.

**IX. South Central Library System/Dane County Library Service Updates**

- a. Letter from SCLS Trustees.** Response to our comments on 2012 Annual Report.

**XII. Next meeting:** May 21, 2013

**XIII. Adjournment:** Baylis motioned for adjournment/Schuetz seconded/meeting adjourned at 7:23 a.m.