

Rosemary Garfoot Public Library Board Meeting Minutes - January 21, 2014
2107 Julius Street
Cross Plains, WI 53528

Present: Charity Hirsch, Sue Schuetz, Jennifer Wankerl, Jane Bautch, Sara Reeves-Metz

Also Present: Pam Bosben, Amy Overby, Darcy Kobinsky

Absent: Denise Baylis, Steve Schunk

- I. Call to Order:
President Hirsch called the meeting to order at 5:23 p.m.
Motion, Hirsch, second, Schuetz, to move New Business: Presentation by Madison Community, to the top of the agenda. Motion carried.

Amy Overby and Darcy Kobinsky, representing the Madison Community Foundation (MCF), provided a presentation on establishing endowments through the MCF. The presentation included information about the organization's mission, an overview of fund options for non-profit organizations, and a designated agency endowment fund overview. Library trustees requested further information on management of the MCF endowment fund portfolios.
- II. Public Comment: None
- III. Approval of Minutes: Motion, Hirsch, second, Schuetz, to approve the minutes from the December 17, 2013 meeting. Motion carried.
- IV. Treasurer's Report: Schuetz reported \$14,853.15 in the checking account and \$193,985.90 in the cash management account.
- V. Approval of bills: Motion Wankerl, second, Bautch, to approve bills. Motion carried.
- VI. Director's Report: Bosben noted that South Central Library System (SCLS) technicians have begun installation of new computers. The technicians also planned out the installation of the new Enterprise wireless system. Next steps will be the installation of Cat-6 cabling followed by installation of equipment.
-Some issues with the HVAC system during the cold snap. An actuator needs to be replaced on one of the units and the boiler needed some attention.

-The Library will participate in the annual Cabin Fever Reliever on February 8 with mini-golf in the library. Participation in this event is part of the library's 50th anniversary celebration.

-A reception was held for the artists participating in the winter art show.

-The annual report process has begun. The report must be approved by 2/28/14.

-Jane Richgels has joined the library staff as a library assistant.

- VII. Old Business: 50th Anniversary banner was discussed. Trustees would like a banner that could be re-used in the future. Will decide what to put on the banner. Deb Haeffner, graphic artist with SCLS, will design the banner.

- VIII. New Business: Presentation by the Madison Community Foundation (moved to beginning of the agenda).

- IX. South Central Library System/Dane County Library Service Updates
 - a. SCLS - Directors voted on whether or not to continue with the Koha ILS (integrated library system). Koha will be around for another year.
 - b. DCLS – Dane County libraries will have a presence at the Garden Expo in February. Libraries are supplying books and information for bookmarks.

- X. Next meeting will be February 18, 2013.

- XI. Motion Schuetz, second, Hirsch, to adjourn the meeting. Motion carried. Meeting ended at 6:35 p.m.