

## **Rosemary Garfoot Public Library Board Meeting**

**Tuesday, September 16, 2008**

**5 p.m.**

**2107 Julius Street, Cross Plains**

**Present:** Jane Cummings Carlson, Mike Schutz, Beth Hamilton, Denise Baylis

**ALSO PRESENT:** Pam Bosben

- **Call to Order:** Jane called the meeting to order at 5:10 p.m.
- **Changes/Additions to Agenda:** See County Executive's letters
- **Public Comment:** None
- **Building Project**
  - **Sprinkler System:** Pam reported that she was informed by the fire inspector that the sprinkler system needs more comprehensive testing than originally noted. Testing of equipment associated with the back flow preventor needs to be done every year. Pertzborn Plumbing and Fire Inspection will conduct the quarterly and annual checks. Pertzborn conducted the annual test today and during this test discovered there are actually two back flow preventors, one of them is quite sophisticated. There needs to be a quarterly test of the system for insurance purposes or we would be responsible for 80% of any loss. There is a slight leak but the Pertzborn tester indicated there was no need for concern and he would be back to make the necessary repair.
  - **Landscaping:** The Board needs to decide what we are actually going to spend to replace plants. Pam pointed out that two trees are supposed to have memorial signs. She will order the two outdoor plaques needed from DEW signs.
- **Treasurer's Report:** Trust account \$149,810.06; checking account \$43,362.54; savings account \$2,382.42; building account \$39,695.75
- **Approval of Bills:** Motion by Denise/second by Mike/motion passed
- **Approval of Minutes from the 7/15/2008 Meeting:** Motion by Beth/second by Mike/motion passed
- **Old Business**
  - non
- **New Business**
  - **Environmental Policy:** Pam created an Environmental Policy draft for Board review. It was reviewed by the Board. Motion by Beth/second by Jane/motion approved

- **Preliminary Budget Discussion:** Several options were presented by Pam and briefly discussed. The Board directed Pam to focus on two selected options. Corresponding outlines will be sent along with the two options to be discussed at the October meeting.
- **Executive letter:** Letter to Kathleen Falk re 100% funding. Motion by Mike/second by Jane to send letters requesting full funding for non resident use of library services. Motion passed.
- **Next Meeting:** October 21, 2008
- **Adjournment:** The meeting was adjourned at 6:35 p.m.