

**Rosemary Garfoot Public Library Board Meeting Minutes**  
**Tuesday, December 16, 2008, 5 p.m.**  
**2107 Julius Street, Cross Plains, WI 53528**

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

**Also Present:** Pam Bosben

- I. **Call to Order:** Meeting called to order by Jane at 5:02 p.m.
- II. **Changes/Additions to Agenda:** None
- III. **Public Comment:** None
- IV. **Building Project**
  - a. **Sprinkler System:** Pam contacted EGI to seek information about the initial flush test. They said the issue should be referred to the plumbing contractor. Pam contacted Prairie Plumbing and they sent documents verifying the test was completed.
  - b.
- V. **Treasurer's Report:** Checking \$34,852.33, savings \$2,383.91 and Building fund \$150,699.73
- VI. **Approval of Bills:** Mike made a motion for approval/Beth seconded/motion passed
- VII. **Approval of Minutes from the 11/18/08 Meeting:** Beth motioned for approval/Mike seconded/motion passed
- VIII. **Old Business**
  - a. **2009 Final Budget:** The Village approved the library budget as presented.
  - b. **HVAC contract:** Proposal from H&H estimated at \$4410 for a one year contract which includes quarterly maintenance. Contract does not include parts but does include labor. \$96/hour labor for other services. It is basically same contract that signed two years ago. Motion, Jane, to approve H&H contract for HVAC system maintenance. Beth seconded/motion passed.

Pam still has a problem with the computer temperature controls. Marquis from Control Works has been in contact with Pam. Pam believes the Board needs more information from Marquis and suggested he be invited to a future meeting to discuss his ideas. Pam will see if he can attend the January meeting.

**IX. New Business**

- a. **Lexington, Kentucky Visit:** Tom Wallace, from “Commerce Lexington” (Chamber of Commerce for Lexington, Kentucky) contacted Pam. Every year the membership visits a different city of similar size to theirs. This May they are coming to Madison. Wallace said they’d heard about the Rosemary Garfoot Public Library being the first “green” library in the state. He asked if the library would consider having the group tour the library. He estimated that there would be about 75 people. The Library Board would be pleased to host the tour. Pam did indicate plans were only in the talking stage and Mr. Wallace would be in touch soon to confirm the plans if the group can work it into their schedule. Pam thought this would be a great opportunity to have participation by Village Board trustees.
- b. **Martin Luther King, Jr. Holiday:** Village has given non-union employees this day as a paid holiday. Union employees negotiated the holiday as part of their current contract. Motion, Mike, to have the library follow the Village format and close on Martin Luther King Day/Beth seconded/motion passed.

**X. South Central Library System/Dane County Library Service**

- a. **2009 Contracts for Extension of Service (Dane County Library Service):** Contract signed

XI. **Next Meeting:** January 20, 2009

XII. **Adjournment:** Beth/Mike seconded/motion passed, adjourned at 5:30 pm