

Rosemary Garfoot Public Library Board Meeting
Tuesday, January 19, 2010, 5:15 p.m.
2107 Julius Street, Cross Plains, WI 53528

Present: Beth Hamilton, Charity Hirsch, Denise Baylis
Absent: Steve Schunk

Also Present: Pam Bosben

- I. **Call to Order:** Charity called the meeting to order at 5:20 p.m.
- II. **Changes/Additions to Agenda:** None
- III. **Public Comment:** None
- IV. **Approval of Minutes from the November 17, 2009 Meeting** (Meeting held in December): Beth motioned to approve the minutes with the following change: "Beth moved for approval of motion under item 9, Charity seconded, motion passed"/Charity seconded. Minutes approved with corrections.
- V. **Treasurer's Report:** Beth reported that checking account balance at \$10,127.64 and trust account balance \$234,045.16. Beth has transferred \$4410 from the trust account to the checking account to cover the service contract for the HVAC system.
- VI. **Approval of Bills:** Beth moved approval/Denise second/motion passed.
- VII. **Old Business**
 - a. Unfilled positions/ funding & staffing request: Pam reported that the newest Library Assistant left for full-time employment. Interviews are currently in progress and a new hire is expected next week. Pam proposed to the Board that another Library Assistant, at 10 hours/week, \$8/hour, for an estimated total for the year of \$4478; as well as a Library Page at 8 hours/week, \$7.25 for an estimated total for the year of \$3247, be hired, both as two- year LTEs. These positions would fill the two openings that were frozen at the end of 2009. Funds to come from the trust account. Charity/ motioned to approve trust fund monies to cover hiring a 10 hours/week Library Assistant and 8 hour/week Library Page for a total expenditure of up to \$8k, funded for one year. Beth seconded. Motion approved.
- VIII. **New Business**
 - a. Funds to cover electrical repairs: The electrical event from last summer which caused significant damage to equipment was not covered by

insurance as had been expected. The deductible was \$2500 rather than the \$500 originally reported and the bill came in at \$2100. Pam is going to request the small surplus from library 2009 budget be reimbursed to the library to cover some of the repair expense.

- b. Dane County Reimbursement Contract: County reimbursement will be \$72,251 and \$6319 for facility reimbursement.
- c. Transfer of funds earmarked for collection development: The Board had previously approved the transfer of \$5,000 a year over three years from the trust account. Board decided to delay transfer of funds until later in the year.
- d. Library now a member of the Cross Plains Area Chamber of Commerce. Kris is the library representative.

XI. South Central Library System/Dane County Library Service

a.Administrative Council update: First governance meeting has taken place and discussion is underway to determine process. Pam was elected by peers to be the cluster representative for her group. She will act as the conduit between Governance Council Meetings and seven libraries.

b.Phyllis Davis, System Administrator, is retiring this year. Pam has been asked to serve on the search committee for a System Administrator.

Next meeting: February 16, 2010

XII. Adjournment: Denise/Beth motioned for adjournment. Meeting adjourned at 6:20 p.m.