

**Rosemary Garfoot Public Library Board Meeting  
Tuesday, September 20, 2011, 5:15 p.m.**

**Present:** Sue Stumpf, Charity Hirsch, Denise Baylis

**Also Present:** Pam Bosben, Harrison Rankin, Mr. Rankin

- I. Call to Order:** Sue called meeting to order at 5:20 pm.
- II. Public Comment:** None
- III. Approval of Minutes from the July 19, 2011 meeting and August 18, 2011 meeting (action item):** Charity motioned approval of July amended minutes/Denise seconded/motion carried. Charity motioned approval of August minutes/Sue seconded/motion carried
- IV. Treasurer's Report:** There is \$12,196.58 in the checking account. There was no report for the cash management account due to a page missing from the statement.
- V. Approval of Bills (action item):** Denise motioned for approval/Charity seconded/motion carried
- VI. Director's Report**
  - a.** Green Tuesdays has started again and most sessions will focus on environmental films. There is a possibility that this will move to Thursdays.
  - b.** Go Big Read title is *Enrique's Journey* by Sonia Nazario, and it is the RGPL book discussion group pick for October. The author will appear on UW campus in October for a County-wide discussion of her book.
  - c.** Karen Crossley, director of the Dane County Cultural Affairs Commission met with Dane County library directors to seek interest in participation in a new program to nurture arts and culture in local communities. "Art Rocks Communities" (ARC), is a new Americorps program in Dane County. Directors agreed to participate in the grant proposal process but actual participation will be decided at a later date.
  - d.** The Friends of the Library successful book sale netted over \$1100. Funds will be used to supplement library programming.
  - e.** Two new library assistants have been hired.
- VII. Old Business**
  - a. 2012 Budget:** Pam presented a draft budget that the Board reviewed. Charity motioned to approve using the draft for submission of initial budgetary numbers to the Finance Committee. Adjustments will be made

once concrete numbers come in for insurance and income continuation. Sue motioned for approval/Denise seconded/motion carried.

- b. **Electrical Work:** Pergola lights (low energy bulbs) are now hooked up. Westphal unable to determine how the wires are connected to a timer so the lights are currently always on. Pam checked with the architect who sent written instructions which she forwarded to Westphal. They are unable to give an estimate for electrical work without the electrician first spending time on figuring out how the timer relay is wired. Charity would like to use this opportunity to install photoelectric sensors, in place of a timer if costs are comparable.

## VIII. New Business

- a. **Dane County Standards (action item):** The ability to maintain library standards may be in peril due to funding cuts. Standards include categories such as minimum hours open, number of internet workstations per capita, minimum item acquisitions as percentage of holdings, and periodical subscriptions. Looking to reduce some standards on a temporary basis. Charity motioned to Support Resolution Approving Revised Dane County Standards for Public Libraries on a temporary basis /Denise seconded/motion carried
- b. **Grievance Procedure in Accordance with Act 10 (action item):** Pam presented a grievance procedure to be approved in accordance with Act 10. A boilerplate version was downloaded from the State website and modified with insertion of the library information in pertinent areas. Denise motioned for approval/Charity seconded/motion carried

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

- a. **Koha Update:** There remain continuing issues: once one problem is fixed, another crops up. Relevancy, speed and patron record issues continue to be problematic. Directors agree that nine months is a fair amount of time to shake-out issues with an ILS and the ILS will be in place nine months by mid-December. The Library Board was interested in knowing if there was any conversation about moving to a different ILS should significant progress not be made with KOHA by the end of the year. Pam indicated that this issue has come up in conversation.
- b. **Digital Media Buying Pool:** Overdrive data base allows for downloading of books. Grants that paid for it are now gone. The State is in charge and has mandated that everyone statewide who uses this product must agree to participate in the buying pool or the deal doesn't go forward. Some libraries are hesitant to participate given dwindling budgets. Pam stated that digital media is part of the evolvement of library services in the 21<sup>st</sup> century and, therefore, patrons should have access to materials in electronic format. Currently the library's buy-in is \$1437, however, SCLS is considering off-setting costs by contributing funds. Funds to cover this

item will come from the library book budget. There are questions on how to count downloads towards circulation statistics as well as collections.

**XI. Next meeting:** October 18, 2011

**XII. Adjournment:** Denise motioned to adjourn/Charity seconded/meeting adjourned at 6:45 pm.