

**Rosemary Garfoot Public Library Board Meeting**  
**Tuesday, May 21, 2013, 5:15 p.m.**  
**2107 Julius Street, Cross Plains, WI 53528**

**Present:** Charity Hirsch, Steve Schunk, Denise Baylis  
**Also present:** Pam Bosben

- I. Call to Order:** Hirsch called the meeting to order at 5:30 p.m.
- II. Public Comment:** None
- III. Approval of Minutes from the April 23, 2013 meeting (action item):**  
Hirsch/Schunk
- IV. Treasurer's Report:** In the absence of the treasurer, Bosben reported balance of \$8753.69 in checking, and \$207,043.02 in the cash management account. Bosben deposited \$910.37 in the Village Library account, which included \$292 the Net Lender Payment from SCLS.
- V. Approval of Bills (action item):** Baylis motioned to approve/Schunk seconded/bills approved for payment
- VI. Director's Report:**
  - Bosben continues to work on aftermath of electrical fire damage. Three estimates were turned over to Matt Schuenke who will in turn pass them on to the insurance company for a decision. Estimates ranged from around one thousand to eleven thousand dollars. Westphal Electric has located replacement parts for those that burned but are checking to determine if the original parts are under warranty.
  - Great turn out for film *Lincoln*
  - Children's Librarian Catherine Baer has begun school visits to talk about the Summer Library Program. In addition, classes are scheduled to visit the library to check-out books and hear a presentation on the program.
  - Friends of the Library had an excellent Book Sale. Sale may be pared down to once a year so stock is more plentiful.
  - Friends of the Library held their annual Big Weed. Only 5 volunteers participated but they did an amazing job.
  - Friends of the Library have met their obligation for the Beyond the Page fund-raising goal one year ahead of schedule.
  - Baer and the story time kids will plant another sunflower garden at Bob's Community Garden.
  - Bosben attended the annual Wisconsin Association of Public Libraries conference. She attended some very good sessions: ideas for creating a transformation center in a library that could include a 3-D printer; how libraries are assisting those post offices experiencing major cuts in hours; a PEW flyer highlighted public libraries, showing in part that 91% of

Wisconsin residents polled stated that libraries are important to their community, also important to E-commerce, showed increase in Wisconsin readership; and introduction of a new strategies and tools for strategic planning called EDGE.

**VII. Old Business**

**a. Endowment/Foundation:** Schunk suggested soliciting Request for Proposals (RFP) for an endowment. Bosben will research relevant extant RFP. Schunk will reach out to Lee Swanson who was head of the second phase of the original library fund raising.

**VIII. New Business**

**a. Composition of Library Board:** Schunk spoke to the Village President Andreoni. During the current process of up-dating Village ordinances, it was discovered that the library is described as a 'joint library' when it is actually a 'municipal library.' There is a legal distinction between the two. This will be corrected. There is on-going discussion on the Village Board of moving to a seven person library board.

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

- a. Dance County Compliance Letter:** Bosben received the letter confirming that the library is in compliance, and meets all Dane County standards.
- b. All Director's Meeting Report:** Did not attend.

**XI. Next meeting:** June 18, 2013

**XII. Adjournment:** Baylis/Schunk/ meeting adjourned at 6:15 p.m.