

Rosemary Garfoot Public Library Board Meeting Minutes

Tuesday, September 16, 2014

2107 Julius Street

Cross Plains, WI 53528

Present: Charity Hirsch, Sue Schuetz, Jane Bautch, Sara Reeves-Metz

Also present: Pam Bosben

Absent: Denise Baylis, Steve Schunk, Jennifer Wankerl

Call to Order: The meeting was called to order by Hirsch at 5:03 p.m.

Public Comment: None

Approval of Minutes: Tabled until the October 21, 2014 meeting.

Treasurer's Report: Checking account reported at \$5151.13 and Cash management account reported at \$83,207.17. Revenues for operating budget were \$448.42.

Approval of Bills: Motion, Bautch/ second, Reeves-Metz, to approve bills as presented. Motion passed.

Director's Report:

- Watercolor art exhibit by area artist, Joan Konyn.
- 50 Books for 50 years Reading Programs was a great success. Kids who read 50 books over the summer were awarded the selection of a plant to be placed in the new children's garden. Many thanks to the following volunteers who made this project possible: Heather & Kyle Foxman, Laura Cominetti, Steve Richter, Jodi, Carter and Jonas Klare, and Jacob Trepczyk.
- New children's program, Read to a Dog, will start soon. Once a month kids can stop in to read to a real dog.
- HVAC pump malfunctioned and needed repairs.
- John Riley, CEO of Sullivan Construction, has contacted the sub-contracted company who made the library cabinetry to inquire about the faulty cabinetry. No word or visit yet from the company.
- The Beyond the Page donor party was a wonderful success. All Dane County libraries had staff on-hand to assist with the function. Bosben was on the planning committee.
- The library will be part of the next U.W. MOOCs program. MOOCs are unique, on-line delivery systems that allow people from around the globe, free participation. The 2015-2016 area of focus is on environmental and community themes. More information to come...

Old Business:

2015 Budget: Bosben reported that the village will handle the library and parks & recreation department budgets in a different way. The format will allow for a bit more comprehensive breakdown of line items and establishment of fund balances.

Bosben reported adjustments in the current draft budget. They are as follows:

- Adjustment in revenues.
- Addition of a supplies line item under buildings and plants maintenance.

- Reduction in initial audio-visual request from \$11,000 to \$9500. The library board will allocate \$2000 in revenue toward this account.
- Reinstate \$50 mistakenly deducted from the postage request.
- Adjust general supplies account to reflect allocation of \$850 of that fund to the new buildings and plants maintenance supplies account.

Motion, Bautch/ second, Reeves-Metz, to accept new budget format and adjustment to 2015 budget accounts as presented. Motion passed.

Motion, Reeves-Metz/ second, Bautch, to allocate \$2000 from the library endowment in 2015 to be used toward the audio-visual account. Motion passed.

Compensation Study: Bosben reported on the preliminary Compensation Study as presented to the Committee of the Whole. Following are concerns associated with the study:

- The study does not reflect the unique governance model of public libraries in Wisconsin whereby public libraries are governed by a separate, autonomous Board, imbued with the responsibility of setting library staff compensation.
- Director position was assigned to an incorrect category and should be moved to the Executive Management level.
- Assistant director position was assigned to an incorrect category and should be moved to the Management level.

Library Board understands the study is a tool that can be utilized as a guideline in their compensation decision making. Want the document to reflect changes in the aforementioned areas of concern.

Motion, Hirsh/ second, Reeves-Metz, to recommend changes in the Preliminary Compensation Study pertinent to library governance/responsibilities; Director position moved to Executive Management category; Assistant Director position moved to Management category. Motion passed.

New Business: Bosben reported that a retired painter has volunteered to paint the exterior wood trim and pergolas. He will provide an estimate for supplies.

South Central Library System/Dane County Library Service Updates:

Estimated Dane County Reimbursement is at \$95,745.

Next meeting, October 21, 2014.

Motion, Schuetz/ second, Hirsch, to adjourn the meeting. Motion passed.