

**Rosemary Garfoot Public Library Board Meeting
Tuesday, February 19, 2008**

Present: Sue Stumpf, Denise Baylis, Jane Cummings Carlson

Also Present: Pam Bosben

I. Call to Order: Jane called the meeting to order at 5:15 p.m.

II. Changes/Additions to Agenda: Under new business, job search update.

III. Public Comment: Members of the public may address the Board on items not on the printed agenda. Please observe the time limit of 3 minutes.

IV. Building project

- a. BSA pending items:** The letter to BSA has been mailed. We are waiting for BSA to get back to Jane with some available dates so the Board and BSA can discuss items.
- b. Outdoor sign selection:** DEW Signs has responded with three designs. The Board decided on Papyrus font to be consistent with the font currently used for official library business. Of the three selections, the Board preferred the second option with some modifications: font changed to Papyrus, the background for the tree not to be painted, and the sign at the bottom be detachable with a white background suitable for writing. Motion, Jane, second, Denise to **contact DEW Signs and request the second option with slight modifications.** Motion passed.
- c. LEED celebration:** The LEED silver certification plaque has arrived. The next step is to decide where to display it. Beth indicated that she would look into this. General invitational mailing will be sent to the community. Dedication from the Library Board. Suggested Wayne Esser featured master of ceremony. Decide on a significant date, Arbor Day or Earth Day, April 22. Ground breaking for the student garden. Jane will email teachers, aim for 6:30 p.m. Wording on invitations to be decided, more planning in interim to be finalized at next meeting.
- d. Skateboard Park:** Motion, Jane, second, Denise to **Designate \$3000 from negotiated JCI reimbursement to go to the skateboard park fund raiser.** Motion passed.

V. Treasurer's Report: Checking account = \$24,687.12, trust account = \$147,474.69, saving account = \$2378.50, and building account = \$51,506.71

VI. Approval of minutes from December 12, 2007 meeting: Motion, Jane, second, Denise, to approve minutes. Motion passed.

VII. Approval of bills: Motion, Jane, second, Denise to approve the bills. Motion passed.

The auditor visited in January to check updates on the building project funds and to peruse payments that went out on the building project in 2007. He confirmed that the village is paid in full and everything else is in order.

VIII. Old business

- a. Dane County Standards.** The Standards have been passed by the Dane County Library Board. The DC Board requests all individual libraries consider passage as well. Pam reminded the Board about all previous discussions pertinent to this issue and pointed out

the library is in compliance with current Standards and, in the short-term, sees no problem complying with revised Standards. Pam read the resolution aloud. Motion, Jane, second, Denise, to adopt Dane County Standards for Public Libraries. Motion passed. Jane signed the resolution.

IX. New Business

- a. **2008 Dane County Contracts for Extension of Services:** Dane County operating reimbursement final amount is \$6000.38. Facility reimbursement is \$5720.00, a \$2000 drop from last year.
- b. **2007 Annual report.** Motion, Denise, second, Jane, to approve **Library Annual Report.** Motion passed. Motion, Jane, second, Denise to confirm statement concerning library system effectiveness. Motion passed. Pam will send final submission to the Department of Public Instruction.
- c. **Job Search Up-date:** There were many applicants for the 11 hour/week Library Assistant position. Carol Kroll has been hired to fill this position. The search for Assistant Director is still in process.

X. Next Meeting, March 18, 2008

XI. Adjournment: Motion, Jane, second, Denise to adjourn meeting at 6:45 pm.