

**Rosemary Garfoot Public Library Board Meeting  
Tuesday, May 18, 2010, 5:00 p.m.**

**Present:** Charity Hirsch, Denise Baylis, Kurt Schlicht, Dan McMahon  
**Also Present:** Pam Bosben

- I. **Call to Order:** Charity called the meeting to order at 5:00 p.m.
- II. **Changes/Additions to Agenda:** None
- III. **Executive Session 19.85 (1)(C) Employee issue considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Session scheduled from 5:15 p.m. – 5:30 p.m. (action item)** At 5:15 Charity called for a motion to go into executive session. Kurt motioned/McMahon second/all verbally agreed to go into executive session. Kurt motion to conclude executive session/McMahon second/motion to leave executive session carried. Motion to return to regular session made by Kurt/McMahon second/motion carried.
- IV. **Public Comment:** Members of the public may address the Library Board on items not on the printed agenda. None
- V. **Approval of Minutes from the April 20, 2010 meeting (action item):** Deferred to next scheduled meeting.
- VI. **Treasurer's Report:** Checking account \$19,209.25 and cash management account \$236,342.04
- VII. **Approval of Bills (action item):** Kurt moved to approve/Denise second/motion carried
- VIII. **Old Business**
  - a. **Landscaping update:** Dan organized the very successful event Big Weed. Many volunteers participated and pulled weeds and removed debris from the flower beds around the library. Jerry from Public Facilities has applied the first application of broad leaf kill to the lawn. This was done at 6 a.m. to minimize public exposure. One more kill is anticipated, and perhaps a third before Bando will come and reseed the lawn.
  - b. **Roofing resolution:** Mad City Roofing came out to look at the roof (which they had installed). It is now repaired under warranty.
  - c. **Doors update:** The front door lock failed again. There was a \$312 bill to repair the lock and one week later it will not lock again. The problem is a bent hinge. Bob Dobson from Mobile Glass of Waunakee installed the doors and repairs them. He suggested the bent hinge was caused by a

wind gust, however, Pam said that a door stop was in place per instructions from La Force (manufacturer of the doors) to prevent over-extension of the door due to wind. The door could not be immediately fixed so staff has been securing the doors through an alternative method. Pam emailed La Force to voice concerns over the issue. There has been no response. Pam recommended the Library Board send a letter to La Force. The Board agreed. The doors are only four years old and there have been on-going issues with them since installation.

**IX. New Business**

**a. Purchasing PCs (possible action item):** Two eight or nine year old computers are due for replacement. SCLS will be installing Microsoft Office 2007 which cannot run on these computers. We will need two CPUs at approximately \$793 each and 19” monitors at approximately \$142 each. Charity motioned to authorize the use of Cash Management funds to purchase the computers/McMahon second/motion passed.

**b. Welcome to new member:** The newest Board member, who represents the Village Trustees, is Kurt Schlicht. He advised the Board that it is probable he will be unable to remain on the Library Board. He is a member of a standing committee for the County Board which meets most Tuesdays at 5:45 p.m.

**X. South Central Library System/Dane County Library Service**

**a. Administrative Council Update:** Meetings are going very well. Met two weeks ago and concerns were taken to the Council. Most of these concerns are aimed at implementation of the new system replacing LINK. A directors’ meeting will be held on May 27. The search for a replacement SCLS director continues.

**b. Koha Update:** Migrate end of August now postponed to December. Necessary applications are still in development.

Next meeting: June 15, 2010

**XI. Adjournment:** Charity motioned to adjourn/Kurt second/meeting adjourned at 5:45 p.m.