

**Rosemary Garfoot Public Library Board Meeting Minutes**  
**Thursday, August 29, 2013, 7:00 a.m.**  
**2107 Julius Street, Cross Plains, WI 53528**

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

- I. Call to Order:** Hirsch called meeting to order at 7:00 a.m.
- II. Public Comment:** None
- III. Approval of Minutes from the July 16, 2013 meeting (action item):** Hirsch moved approval/Schuetz seconded/minutes approved

**Treasurer's Report:** Schuetz reported \$6625.23, in checking; \$203,504.89 in cash management account. Bosben turned over an additional \$607.69 to our Village account.

- IV. Approval of Bills (action item):** Baylis moved approval/Schuetz seconded/bills approved for payment.

**Director's Report:**

- a. East doors continue to be a problem. Public Facilities put another temporary fix on the doors but a call is in to La Force to come out and make permanent repairs. The Board expressed concern about chronic problems with exterior doors and a discussion followed about the costs of replacement vs. costs of constant repairs. Bosben will ask LaForce for an estimate of these costs.
- b. Summer program has officially ended and it was an incredibly busy summer. The winners of the major prizes are posted on the library Facebook.
- c. July circulation was over 11% greater than the previous August.
- d. Cleaning service reported a problem with the divider gate that partitions off the library when it is closed. Appears to be an issue with their key and the situation has been remedied.
- e. Green Tuesday will start back up in September. Kris has some excellent films and discussion on the agenda.
- f. New Library Board members Jane Bautch, Jennifer Wankerl and Sara Reeves-Metz were recently appointed and are scheduled to receive orientation.

- V. Old Business**
  - Library Board addendum to Personnel Manual (action item):** Baylis moved for approval/Schuetz seconded/motion to approve carried.

**VI. New Business**

- a. 2014 Preliminary Budget Draft (possible action item): Schunk motioned for approval of the Draft Budget as presented with the possibility of adjustments and the caveat of the possible addition of the expense of door replacement/Baylis seconded/Draft Minutes approved
- b. Baylis motioned to approve capital budget/Schuetz seconded/motion passed

**VII. South Central Library System/Dane County Library Service Updates:** Nothing relevant to report

**XI. Next meeting:** Thursday, September 26, 2013 at 5:15 p.m.

**XII. Adjournment:** Schunk called for adjournment/Schuetz seconded/meeting adjourned at 7:55 a.m..