

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

Present: Steve Schunk, Sue Schuetz, Charity Hirsch, Denise Baylis, Jen Wankerl, Sara Reeves-Metz

Also present: Pam Bosben

Absent: Jane Bautch

- I. Call to Order: Meeting called to order by Hirsch at 5:15 p.m.
- II. Public Comment: None
- III. Approval of Minutes from the September 26, 2013 meeting (action item): Hirsch moved for approval/Schuetz seconded/motion carried
- IV. Treasurer's Report: Balance of \$203,559.67 in the cash management account and \$6248.18 in the checking account. Bosben deposited operating revenue of \$579.63 from fines, faxes, copies, etc. into the Village Library account.
- V. Approval of Bills (action item): Schunk motioned to approve /Hirsch seconded/bills approved for payment.
- VI. Director's Report:
 - Circulation for August up double digits over the previous year.
 - The library is a site for registering people through the Affordable Care Act. Trained volunteers will be on-site on specific dates to assist people with registration.
 - Travelers saw the library sign on the highway and stopped by for a visit. They were impressed that a small community supported such an impressive facility.
 - LaForce did a good job fixing the door (\$270) and there is no need for a replacement.
 - Staff has noticed an up-tick in patrons requiring assistance with on-line job search websites and job applications. Staff assists them with setting up an email address and with basic computer use.
 - Charter was here today to begin initial start-up on wireless connection needed for migration to Enterprise wire-less next year. Original line not hooked up during the building project and everything is fed underground.
 - Staff reclassifying children's books to be more user friendly.
 - Reference collection continues to be weeded with some material going to the general non-fiction collection.
- VII. Old Business
 - a. 2014 Budget Update: Bosben and Schunk made presentation to Village Board last night and received a positive reception. Board still needs to look at overall Village budget. They were able to articulate the uses of the cash management account for specially defined purposes as set-forth by the Library Board.

- b. Endowment: Sun Prairie Public Library has its own foundation board, incorporated, tax free. Others go to Madison Community Foundation. Schunk suggested setting a goal to have a plan in place by next March.
- VIII. New Business: None
- IX. South Central Library System/Dane County Library Service Updates: Nothing to report
- X. Next meeting, November 19, 2013
- XI. Adjournment: Schunk motioned for adjournment/Schuetz seconded/meeting adjourned at 6:15 p.m.