

**Rosemary Garfoot Public Library Board Minutes**  
**Tuesday, February 18, 2014, 5:15 p.m.**  
**2107 Julius Street, Cross Plains, WI 53528**

**Present:** Charity Hirsch, Sue Schuetz, Jennifer Wankerl, Jane Bautch, Sara Reeves-Metz, Denise Baylis

**Also Present:** Pam Bosben,

**Absent:** Steve Schunk

**Call to Order:** Meeting called to order by Hirsch at 5:15 PM

**Public Comment:** None.

**Approval of Minutes from the January 21, 2014 meeting (action item):** Hirsch motioned to approve/Schuetz seconded/motion carried with additions of the dates of the meeting, and date of Cabin Fever event.

**Treasurer's Report:** Schuetz reported \$193,9997.74 in the cash management account and \$5728.24 in checking. \$659.94 was deposited with the village as operating revenue for January.

**Approval of Bills (action item):** Bautch motioned to approve/Hirsch seconded/motion passed

**Director's Report:**

- Thank you received from Catherine.
- The sprinkler system underwent quarterly testing two weeks ago, but staff noticed water on the floor beneath a major pipe. Pertzborn Plumbing returned to check on the problem and noted it was due to debris back-up in the pipe.
- Reported that kitchenette was receiving no hot water. Goth Plumbing was called to investigate. Determined the issue was due to a malfunctioning thermostat which was replaced.
- Cabin Fever Reliever was a huge success. Over 75 people attended the mini-golf event sponsored by the library and there was standing room only for ice skater Casey Randolph. Owner of local pet salon brought in 2 Great Pyrenees dogs for people to see and pet. Huge thanks to Mike Roessler who saved the day when a scheduling snafu posed a dilemma for pick-up and take back of the mini-golf course. He personally picked-up the set and returned it to the Marshall Public Library board president.
- Added snow days have lengthened school year so the Summer Program opener needs to be rescheduled.
- The new high-speed wireless internet system has been installed and is available 24/7.
- Annual visit made by Village auditor to go over Library Board held accounts.
- Koha upgrade 4.18 scheduled for March 4th.
- Anniversary banner is here and Public Facilities who will hang it inside the library.
- Looking into purchase of commemorative pens for the 50<sup>th</sup> anniversary.
- Friends donated \$2500 for the Summer Reading Program.

**Old Business**

**Madison Community Foundation:** Bosben received information from the Madison Community Foundation about the Walden Socially Responsible Portfolio. Wankerl motioned to start the process to establish a Library endowment with the Madison Community Foundation/Bautch seconded/motion passed. Motion Hirsch, to set-up endowment with the Walden Socially Responsible Portfolio option, Wankerl seconded/motion carried. Schuetz will check with the Cross Plains bank about availability of funds and determine the most efficient way to transfer funds. Amount and transfer date to be set at a future meeting.

### **New Business**

**2013 Annual Report:** Schuetz motioned to approve/Wankerl seconded/motion carried

### **South Central Library System/Dane County Library Service Updates**

**Dane County Library Service Long Range Plan Process:** Board working on their long-range plan and asked directors for in-put: First priority should be to continuation of 100% County funding. Retention of the bookmobile was also recommended.

**Next meeting:** March 18, 2014

**Adjournment:** Bautch motioned to adjourn/Schuetz seconded/meeting adjourned at 6:20 PM