

LE PHILLIPS MEMORIAL PUBLIC LIBRARY

Minutes of Meeting

A meeting of the Board of Trustees of the LE Phillips Memorial Public Library was held on Thursday, February 17, 2005, at 7:30 am in the Board Room of the Library. The following members were present: Fraser, Jurmain, Olson, Radtke, Savolainen, Schilling, Stacy, Von Haden, and Wisner.

MINUTES OF PREVIOUS MEETING

On a motion made by Robert Fraser, and seconded by Sue Olson, the Board unanimously approved the minutes of their January 2005 meeting.

REPLACEMENT CONTROL PANEL FOR LIBRARY CHILLER

The Board reviewed the necessity for replacement of the chiller's two circuit boards for the control panel with Kirk Meintsma of McQuay Service. On a motion made by Bob Von Haden and seconded by Susan Savolainen, the Board voted unanimously to authorize the purchase of these items from the 2005 equipment replacement appropriation.

READING OF COMMUNICATION

The Board reviewed a letter from Steven Weiss regarding the library program on child vaccination. The Library Director is drafting a proposal for the creation of a policy on library programming.

The Board considered a letter from Joanne Stygar regarding handicapped access to the library restrooms. Mark Morse reported the City is working towards conducting a study of handicapped access to city buildings, but no timeline is yet developed. Mary Jurmain made a motion to update handicapped access in one men's and one women's library restroom, as requested by Joanne Stygar, contingent on an opinion from the architect that this update would not soon require redesign as part of the library's building renovation plans; and contingent on the project not exceeding a cost of \$20,000. The motion was seconded by Susan Savolainen and passed unanimously.

COMMITTEE REPORTS – PLANNING COMMITTEE

As recommended by the Planning Committee, Susan Savolainen highlighted proposed changes to the Library's 2005 Goals & Objectives. After discussion, Don Wisner made a motion, seconded by Bob Fraser, to approve the recommended 2005 Goals & Objectives with the following editing: Objective 1.2 change "Increase" to "increase"; Objective 2.1 add "and technological" between "demographic" and "trends"; and Objective 3.2 change "BCLIC" to "Barron County Libraries Consortium". The motion passed unanimously.

REPORT OF THE FRIENDS OF THE LIBRARY

Board President Sylvia Schilling read trustees a report from Katherine Schneider on the subject of recent activities of the Friends of the Library.

REPORT FROM THE LIBRARY DIRECTOR

Mark Morse reported on his meetings with state officials concerning state funding for municipalities and library systems. City staff report that the Governor's budget proposal would be less limiting to property tax increases than the current Republican proposal.

FINANCIAL REPORT

The Board reviewed the January Financial Report.

BILLS & CLAIMS

On a motion made by Bob Fraser and seconded by Jean Radtke, the Board unanimously approved the Bills & Claims for January 13-February 3, 2005, as well as the Custodial Bills & Claims for January.

REVIEW OF STATUS OF LIBRARY BUILDING PLANNING

Mark reported the architect would be attending the trustee's March meeting.

REQUIRED FORM FOR RATING ACTIONS OF INDIANHEAD FEDERATED LIBRARY SYSTEM IN 2004

As recommended by the Library Director, the Board unanimously affirmed the Indianhead Federated Library System did provide effective leadership and adequately meet the needs of the library in 2004, on a motion made by Bob Fraser and seconded by Susan Savolainen.

DIRECTIVES

Jean Radtke thanked the Director for providing email information in advance of meetings, pointed out the letter published in the local paper mentioned how helpful and friendly the library staff always were, and asked that the issue of smoking near the front doors of the library be placed on the March meeting agenda for consideration.

ADJOURNMENT

On a motion made by Susan Savolainen and seconded by Jean Radtke, the Board unanimously voted to adjourn their meeting.

Julie Gast

Business Manager