

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, April 15, 2004, at 7:30 am in the Board Room of the Library. The following members were present: Fraser, Jurmain, Moore, Perry, Schilling, Von Haden, and Wisner.

MINUTES OF PREVIOUS MEETING

On a motion made by Sylvia Schilling, and seconded by Bob Fraser, the Board unanimously approved the minutes of their March 2004 meeting.

COMMITTEE REPORTS

Nominations Committee: this committee recommends the following slate of officers for 2004-2005: Sylvia Schilling, President; Mary Jurmain, Vice President; Susan Savolainen, Secretary.

Planned Giving Steering Committee: minutes from their April 8 meeting were distributed in the Board packet.

Youth Services Expansion & Renovation Planning Group: Emily Moore reported on the group's meeting of April 14.

REPORT OF THE FRIENDS OF THE LIBRARY

Bob Fraser moved, and Sylvia Schilling seconded, the adoption of the following resolution: "The Library Board wishes to cordially and publicly thank the Friends of the Library for the extensive financial support they have given for important library programs, and for the many, many hours of volunteer time given by the Friends in support of library activities. The library and the community are greatly enriched by the committed and enthusiastic work of the Friends". The motion passed unanimously.

REPORT OF THE LIBRARY DIRECTOR

Trustees requested that a candidate with fund raising experience be considered by City Council for appointment to the Library Board, to fill the current vacancy. Trustees would also like to look at the City's citizen database of people interested in service on the Library Board of Trustees.

The Director also reported staff was beginning the 2005 operating budget and Capital Improvement Plan process, for development of proposed budgets to be considered by the Board in June.

FINANCIAL REPORT

The Board reviewed the December 2003 and March 2004 Financial Reports.

ACTION ON BILLS & CLAIMS

On a motion made by Bob Fraser and seconded by Donald Perry, the Board unanimously approved the Bills & Claims for March 12-April 2, 2004, as well as the custodial Bills & Claims for March.

STATISTICAL REPORT

The Board reviewed the March Statistical Report.

AUTHORIZATION TO DELETE ACCOUNTS RECEIVABLE FOR UNPAID ACT 150 CHARGES

On a motion made by Sylvia Schilling and seconded by Bob Fraser, the Board unanimously authorized the deletion of outstanding invoices for walk-in library service to residents of Buffalo, Clark, Dunn, Jackson, Pepin, and Trempealeau Counties who do not have a community library. The Board also requested information on Eau Claire County's payments for use of libraries in other counties by residents of Eau Claire County who live in municipalities without libraries.

ENDOWMENT FUND COMMITTEE

Mary Jurmain made a motion to support the recommendations made by the Planned Giving Steering Committee for formation of a permanent endowment fund committee, which the Library Director will appoint. The motion was seconded by Sylvia Schilling and passed unanimously.

YOUTH SERVICES EXPANSION AND RENOVATION PLANNING GROUP

At their meeting of April 14, this group recommended the Library Board investigate a plan for renovation of the entire building to meet space needs for the next 10 years, rather than a limited renovation of Youth Services. There was consensus support for the Library Director forming a small committee to define the process to be used for this building needs planning, and for using the current Youth Services Expansion and Renovation Planning Group for on-going feedback about the plans.

ADJOURNMENT

On a motion made by Donald Perry and seconded by Bob Fraser, the Board unanimously approved adjournment of their meeting.

Julie A. Gast
Business Manager