

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, June 17, 2004, at 7:30 am in the Board Room of the Library. The following members were present: Cutsforth, Fraser, Moore, Radtke, Savolainen, Schilling, and Von Haden.

MINUTES OF PREVIOUS MEETING

On a motion made by Susan Savolainen, and seconded by Cheryl Cutsforth, the Board unanimously approved the minutes of their May 2004 meeting.

MOTION TO CONVENE IN CLOSED SESSION

Bob Fraser made a motion to convene in closed session to consider the work performance of the Library Director, which is permitted to be discussed in closed session in accordance with Section 19.85 (1)(c) of the Wisconsin Statutes. The motion was seconded by Cheryl Cutsforth and passed unanimously.

MOTION TO RECONVENE IN OPEN SESSION

On a motion made and seconded, the Board unanimously reconvened in open session.

COMMITTEE REPORTS

Bob Von Haden reported on the June 10 meeting of the Budget & Finance Committee. Cheryl Cutsforth reported the Nominations Committee recommended the following slate of officers for the Board: President: Sylvia Schilling; Vice President: Mary Jurmain; Secretary: Susan Savolainen.

REPORT OF THE LIBRARY DIRECTOR

Mark Morse discussed an accounting problem with remote renewals on our circulation system. Bob Fraser requested the library closely monitor legislative issues regarding payments for nonresident use and keep the Board informed.

FINANCIAL REPORT

The Board reviewed the May 2004 Financial Report.

ACTION ON BILLS & CLAIMS

On a motion made by Susan Savolainen and seconded by Sylvia Schilling, the Board unanimously approved the Bills & Claims for May 14-June 3, 2004, as well as the custodial Bills & Claims for May.

STATISTICAL REPORT

The Board reviewed the May Statistical Report and requested the number of MORE transactions for juvenile materials be listed separately in future reports.

ELECTION OF OFFICERS

President Emily Moore asked if there were any additional nominations for Library Board

officers. There were none. Cheryl Cutsforth made a motion to close nominations from the floor and cast a unanimous ballot for President: Sylvia Schilling; Vice President: Mary Jurmain; Secretary: Susan Savolainen. The motion was seconded by Bob Fraser and passed unanimously.

ACCEPTANCE OF GIFT FOR ANNUAL RECOGNITION EVENT FOR LIBRARY STAKEHOLDERS

Bob Fraser made a motion to accept a one-time gift of \$1,000 from Dick and Marlene Cable's family-advised fund in the Eau Claire Area Foundation to create an acorn fund within the library fund of the Eau Claire Area Foundation for the purpose of eventually producing enough interest income to fund an annual library stakeholder event; and to accept, in addition, a gift directly to the library of \$1,000 annually, for the next five years, from Dick and Marlene Cable, to fund an annual library stakeholder event, such as an author visit. The library agrees to find adequate funds for the \$4,000 annual balance of the event's projected total cost of \$5,000, each year for five years. It is expected that this event will eventually inspire a significant amount of additional donations to the acorn fund so that the interest from the fund will be adequate to continually fund an annual event after the initial five years. The motion was seconded by Jean Radtke and passed unanimously.

COMPENSATION OF THE LIBRARY DIRECTOR

On a motion made by Bob Von Haden and seconded by Susan Savolainen, the Board unanimously approved increasing the Director's salary by 3% on July 1. They also requested a comparative study of City Department Director salaries and benefits be supplied to them within three months.

2005 OPERATING BUDGET AND THE 2005-2009 CAPITAL IMPROVEMENT PLAN

Cheryl Cutsforth made a motion, seconded by Bob Fraser, to approve the proposed 2005 operating budget and the 2005-2009 Capital Improvement Plan, as originally submitted to the Budget & Finance Committee, without the Committee's recommended change in the CIP. The motion passed unanimously. There was consensus to add to the Board's July meeting agenda, the issue of funding for the cost of space planning.

DIRECTIVES

Staff assured trustees that the format of the quarterly reports was not overly burdensome.

ADJOURNMENT

On a motion made by Cheryl Cutsforth and seconded by Sylvia Schilling, the Board unanimously approved adjournment of their meeting.

Julie A. Gast
Business Manager