

## 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, September 15, 2005, at 7:30 am in the Board Room of the Library. The following members were present: Dickey, Fraser, Olson, Savolainen, Schneider, Stacy, and Von Haden.

### MINUTES OF PREVIOUS MEETING

On a motion made by Bob Fraser and seconded by Kathie Schneider, the Board unanimously approved the minutes of their August 18 and August 30 meetings.

### COMMITTEE REPORTS

Sue Olson reported on the August 30 meeting of the Distinguished Service Award Committee.

### REPORT OF THE FRIENDS OF THE LIBRARY

Kathie Schneider reported the Friends are having a booksale September 16 & 17.

### REPORT OF THE LIBRARY DIRECTOR

Mark encouraged trustees to attend the fall Wisconsin Library Association Conference in LaCrosse. He reported the quotes for ADA remodeling of the Youth Services bathrooms are due today, and the parking study should be ready for presentation at the October Board meeting. He also mentioned capital expenditures are exempt from the Governor's tax levy increase limit, which may make the proposed renovation of the library building easier to achieve.

### FINANCIAL REPORT

The Board reviewed the August 2005 Financial Report.

### ACTION ON BILLS & CLAIMS

On a motion made by Susan Savolainen and seconded by Bob Fraser, the Board unanimously approved the Bills & Claims for August 12-September 2, 2005, as well as the custodial and payroll Bills & Claims for August.

### STATISTICAL REPORT

The Board reviewed the August Statistical Report.

### RECIPIENT FOR A DISTINGUISHED LIBRARY SERVICE AWARD

On a motion made by Kathie Schneider and seconded by Bob Fraser, the Board unanimously approved the recommendations of the Distinguished Service Award Committee for procedures to bestow an annual distinguished library service award.

### ARCHITECT'S ALTERNATIVE FOR FRONT OF LIBRARY BUILDING

There was Board consensus for the Library Director to contact the architects to inquire about the maintenance and replacement frequency of the Option #1 canopies for shelter,

to request costs of Option #1, to explore with the architect the possibility and the costs of combining Option #1 with one backdrop from Option #3, and to mention the existence of the library sculpture in front of the building which is not included in the architect's drawing.

#### GROUPWISE E-MAIL ACCOUNTS FOR TRUSTEES

Bob Fraser made a motion to provide Groupwise software e-mail accounts for trustees so they may preserve e-mails they have sent relating to library business. The motion was seconded by Sue Olson and passed unanimously.

#### ALA MEMBERSHIP FOR TRUSTEES

Susan Savolainen made a motion, seconded by Bob von Haden, to authorize paying ALA membership dues for all Library trustees. The motion was then amended by Susan Savolainen, seconded by Bob von Haden, to pay ALA dues for Executive Committee members only. Any Executive Committee member who would not use the ALA member materials may defer their membership to another trustee. All membership materials will be shared with the other trustees. The motion passed unanimously.

#### FLOORING IN THE EAU CLAIRE ROOM

On a motion made by Sue Olson and seconded by Bob Fraser, the Board unanimously authorized replacing the Eau Claire Room and basement entry carpet with a more durable vinyl tile, at a cost not to exceed \$10,000.

#### POLICY ON DISORDERLY CONDUCT, POLICY ON ACCESS TO THE LIBRARY

Bob von Haden made a motion to approve amending the Policy on Disorderly Conduct and adopting the Policy on Access to the Library, with the deletion of the line "3) Selling, solicitation or begging" found on Page 163 of the packet. The motion was seconded by Susan Savolainen and passed unanimously.

#### DIRECTIVES

Trustees commended staff for their efforts to economize, as noted in the quarterly reports.

#### ADJOURNMENT

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

Julie A. Gast  
Business Manager