

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, January 20, 2005, at 7:30 am in the Board Room of the Library. The following members were present: Fraser, Jurmain, Olson, Radtke, Savolainen, Schilling, Schneider, Von Haden, and Wisner.

MINUTES OF PREVIOUS MEETING

On a motion made by Susan Savolainen, and seconded by Robert Fraser, the Board unanimously approved the minutes of their December, 2004 meeting.

MOTION TO CONVENE IN CLOSED SESSION

Bob Von Haden made a motion to convene in closed session to consider the work performance of the Library Director, which is permitted to be considered in closed session pursuant to Section 19.85 (1)(c) of the Wisconsin Statutes. The motion was seconded by Susan Savolainen and passed unanimously.

MOTION TO RECONVENE IN OPEN SESSION

On a motion made and seconded, the Board unanimously voted to reconvene in open session immediately following the closed session.

COMMITTEE REPORTS

Evaluation Committee: Don Wisner made a motion, seconded by Jean Radtke, to accept the report of the Evaluation Committee. The motion passed unanimously.

Planning Committee: Susan Savolainen reported on the January 19 meeting of the Planning Committee. A draft of the revised goals and objectives will be included in the February Board packet.

REPORT OF THE FRIENDS OF THE LIBRARY

Katherine Schneider reported the next booksale is January 21 and 22; and the annual meeting speaker will be Charlie Grossklaus, on April 4.

REPORT OF THE LIBRARY DIRECTOR

Mark Morse told the Board he hoped to have a report on the feasibility of a drive-up window, and the redraw of the building renovation proposal, as well as an evaluation of nearby available off-site space, at the February meeting.

The Board asked the Director to gather information concerning the public programs sponsored by or held at the library, and then the Board will review the possibility of drafting a policy concerning this

issue.

ACTION ON BILLS & CLAIMS

On a motion made by Susan Savolainen and seconded by Bob Fraser, the Board unanimously approved the Bills & Claims for December 10, 2004 – January 7, 2005, as well as the Custodial Bills & Claims for December.

MONTHLY STATISTICAL REPORT

The Board reviewed the December Statistical Report.

AUTHORIZATION FOR USE OF GIFT FUNDS

On a motion made by Katherine Schneider and seconded by Sue Olson, the Board unanimously approved the expenditure of gift revenue, raised by the Friends' sale of unwanted compact discs received from the music distributors lawsuit settlement, for the purchase of compact discs desired for the collection.

2004 OPERATING BUDGET AMENDMENT

Bob Fraser made a motion to approve the recommended appropriation transfer of \$42,500 from the payroll accounts to training and equipment accounts. The motion was seconded by Susan Savolainen and passed unanimously.

TRANSFER FROM 2005 OPERATING BUDGET TO THE CAPITAL FUND

Bob Von Haden made a motion to transfer \$145,900 from the operating budget to the library capital fund, as planned in the 2005 budget process. Bob Fraser seconded the motion, which passed unanimously.

DIRECTIVES

Bob Fraser thanked John Stoneberg and staff for providing information on the search engines of Google and Yahoo.

Julie A. Gast

Business Manager