

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, July 21, 2005, at 7:30 am in the Board Room of the Library. The following members were present: Dickey, Fraser, Jurmain, Olson, Radtke, Schneider, Stacy, Von Haden, and Wisner.

MINUTES OF PREVIOUS MEETING

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

COMMITTEE REPORTS

Mary Jurmain reported on a recent meeting of the Alternative Services Committee.

INTRODUCTION

New trustee Barb Dickey was introduced to the Library Board.

REPORT OF THE FRIENDS OF THE LIBRARY

Kathie Schneider reported the Friends sold more than \$4,000 of materials at their last book sale.

REPORT OF THE LIBRARY DIRECTOR

Mark Morse informed the Board about the library's 2006 budget review meeting with the City Finance Director. He also indicated he would be attending the presentation in Eau Claire today by Governor Jim Doyle.

FINANCIAL REPORT

The Board reviewed the June 2005 Financial Report, as well as the 2004 audit report.

ACTION ON BILLS & CLAIMS

On a motion made by Don Wisner and seconded by Bob Fraser, the Board unanimously approved the Bills & Claims for June 10-July 5, 2005, as well as the custodial Bills & Claims for June.

STATISTICAL REPORT

The Board reviewed the June Statistical Report.

LIBRARY STAKEHOLDER EVENT

Don Wisner made a motion to focus the September 30 library stakeholder event as a thank-you to the people who donated to the library's endowment campaign, people who donated directly to the library in 2003 and 2004, and the current members of the Friends Executive Committee and current chairs of Friends committees. The motion was seconded by Sue Olson and passed unanimously.

TRANSFER FOR LIBRARY STAKEHOLDER EVENT

Don Wisner made a motion to transfer \$6,000 from the gift reserve, along with the \$1,000 donated by Dick and Marlene Cable, in order to fund the stakeholder evening at the level of 300 attendees. The motion was seconded by Bob von Haden and passed unanimously.

DISTINGUISHED LIBRARY SERVICE AWARD

Board President Mike Stacy appointed a committee of Sue Olson, Jean Radtke, Mike Stacy, and Don Wisner to draft criteria and procedures for awarding future distinguished library service awards.

HIRING ARCHITECT TO DRAFT PLANS FOR FRONT ENTRANCE AND VESTIBULE

Don Wisner made a motion, seconded by Jean Radtke, to authorize hiring the architect to draft a plan for renovation of the outdoor library front entrance and inner vestibule. The motion passed unanimously. The draft should not impede any future building or library service options currently under consideration.

PARKING ON EAU CLAIRE STREET

Kathie Schneider made a motion, seconded by Bob Fraser, to authorize hiring the architect to incorporate diagonal parking on Eau Claire Street into the building plan, as well as any other parking options the architect may see, and to get his suggestions for any further integration of the outdoor banners into his proposed design. The motion passed unanimously.

BUILDING IMPROVEMENT COST ALLOCATION

There was consensus to postpone this agenda item to a future meeting.

BUILDING IMPROVEMENTS DELINEATED FOR DONATING OPPORTUNITIES

There was consensus to postpone this agenda item to a future meeting.

NEXT STEPS RELATING TO BUILDING IMPROVEMENT PLANS

There was consensus to postpone this agenda item to a future meeting.

COMMENDATION FOR SYLVIA SCHILLING

Kathie Schneider made a motion, seconded by Bob von Haden, commending Sylvia Schilling for her service to the Library Board. The motion passed unanimously, and Board members expressed praise for her exemplary service.

POLICY ON A DRUG-FREE WORKPLACE

On a motion made by Bob Fraser and seconded by Kathie Schneider, the Board unanimously approved the recommended update to the Policy on a Drug-Free Workplace, including the new title of Policy on Drug and Alcohol Use.

POLICY ON CIRCULATION RELATING TO INTERLIBRARY LOANS

On a motion made by Kathie Schneider and seconded by Bob von Haden, the Board

