

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, December 15, 2005, at 7:30 am in the Board Room of the Library. The following members were present: Dickey, Fraser, Jurmain, Olson, Radtke, Stacy, Von Haden, and Wisner.

MINUTES OF PREVIOUS MEETING

On a motion made by Bob Fraser and seconded by Don Wisner, the Board approved the minutes of their November meeting. In the future, minutes will also be distributed electronically, right after they are written.

MOTION TO CONVENE IN CLOSED SESSION

Don Wisner made a motion to convene in closed session to consider the work of the Library Director, which for competitive or bargaining reasons is permitted to be discussed in closed session in accordance with Sections 19.85 1(c) and 1(e) of the Wisconsin Statutes. The motion was seconded by Bob Von Haden and passed unanimously.

MOTION TO RECONVENE IN OPEN SESSION

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

DISCUSSION WITH CITY PUBLIC WORKS DIRECTOR

With Brian Amundson, City Public Works Director, the Board discussed parking, and possible long-term changes in the vicinity of the library.

REPORT OF THE LIBRARY DIRECTOR

In addition to the written report, Mark Morse mentioned the January meeting would include the feasibility report by Boris Frank, and budget adjustments for collection development.

FINANCIAL REPORT

The Board reviewed the November 2005 Financial 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 November 18-December 2, 2005, as well as the custodial and payroll Bills & Claims for November.

STATISTICAL REPORT

The Board reviewed the November Statistical Report, as well as statistical trends report.

CONSIDERATION OF THE LEVEL OF REFERENCE SERVICES TO BE PROVIDED TO THE PUBLIC IN 2006

AND

CONSIDERATION OF TRANSFERRING FUNDS TO COVER BACKUP STAFF FOR THE REFERENCE UNIT

Don Wisner made a motion to table discussion of the level of Reference Services to be provided to a special meeting to be held on December 22. This motion was seconded by Sue Olson. Don Wisner then made a motion to amend the previous motion, to include tabling of the transfer of funds for backup Reference staff also. The motion to amend the previous motion was seconded by Sue Olson and passed unanimously. The Board then voted unanimously to approve the amended motion of tabling both items.

AUTHORIZATION FOR NEW FLOORING IN THE EAU CLAIRE ROOM AND ADJACENT HALLWAY

On a motion made by Don Wisner and seconded by Sue Olson, the Board unanimously approved increasing the maximum expenditure for this flooring from \$10,000 approved in September, to \$13,000.

APPROVAL OF 2006 PAY PLANS FOR PROFESSIONAL STAFF, PAGES AND CHILD CARE WORKERS

On a motion made by Don Wisner and seconded by Bob Fraser, the Board unanimously approved the recommended 2006 pay plans for Professional Staff, Pages and Child Care workers.

RESERVATION OF FUNDS FOR PICK UP OF HOLDS AT GROCERY STORES

Don Wisner made a motion to table this item. The motion was seconded by Robert Fraser and passed unanimously.

ADJOURNMENT

On a motion made by Don Wisner and seconded by Barb Dickey, the Board unanimously approved adjournment of their meeting.

Julie A. Gast
Business Manager

A meeting of the Board of Trustees of the LE Phillips Memorial Public Library was held on Thursday, December 22, 2005, at 7:30 am in the Board Room of the Library. The following members were present: Dickey, Fraser, Jurmain, Olson, Radtke, Schneider, Stacy, and Wisner.

MINUTES OF PREVIOUS MEETING

On a motion made by Bob Fraser and seconded by Jean Radtke, the Board approved the minutes of their December 15 meeting

MOTION TO CONVENE IN CLOSED SESSION

Kathie Schneider made a motion to convene in closed session to consider the work of the Library Director, which for competitive or bargaining reasons, is permitted to be discussed in closed session in accordance with Sections 19.85 1(c) and 1(e) of the Wisconsin Statutes. The motion was seconded by Mary Jurmain and passed unanimously.

MOTION TO RECONVENE IN OPEN SESSION

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

CONSIDERATION OF THE LEVEL OF REFERENCE SERVICES TO BE PROVIDED TO THE PUBLIC IN 2006

After extensive discussion, Kathie Schneider made a motion to maintain Reference service to the public at the 2004 level, and to adjust the 2006 library operating budget as follows: reduce the transfer to capital projects by \$40,000, reduce reference subscriptions by \$33,000, and to reduce other library non-payroll accounts by \$36,200, to be applied proportionally to these accounts. The motion was seconded by Mary Jurmain and the vote in favor of the motion was unanimous among those present and voting. Mary Jurmain made a motion, seconded by Sue Olson, to issue a press release about the service adjustment. The vote in favor of the motion was unanimous among those present and voting. The Board also indicated they wanted to gather information throughout the coming year about various library departments and services, before the next budget submission, and asked that a regular agenda item for their meetings be "Staff Input".

ADJOURNMENT

Kathie Schneider made a motion, seconded by Jean Radtke, to adjourn the meeting. The vote in favor of the motion was unanimous among those present and voting.

Julie A. Gast
Business Manager