

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, November 17, 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 October meeting.

COMMITTEE REPORTS

Kathie Schneider reported on the anonymous staff interviews, conducted by members of the Board's Interview Committee.

Mary Jurmain reported on the first meeting of the Parking Committee. Their December 9 meeting will be rescheduled, to allow Brian Amundson, City Public Works Director, to first meet with the full Library Board at the December 15 meeting regarding downtown parking plans.

REPORT OF THE FRIENDS OF THE LIBRARY

Kathie Schneider reported on projects the Friends are working on, including staff treats, gift memberships to the Friends, the Friends' registration as a designated charity at MegaFoods, and the annual Give-a-Kid-a-Book campaign.

REPORT OF THE LIBRARY DIRECTOR

In addition to the written report, Mark Morse reported on: the November 14 meeting of City Council regarding the library's budget, status of the bathroom renovations, and answers to the Town of Washington's questions concerning library service in Eau Claire County.

FINANCIAL REPORT

The Board reviewed the October 2005 Financial Report

ACTION ON BILLS & CLAIMS

On a motion made by Bob Fraser and seconded by Don Wisner, the Board unanimously approved the Bills & Claims for October 14-November 11, 2005, as well as the custodial and payroll Bills & Claims for October.

STATISTICAL REPORT

The Board reviewed the October Statistical Report, as well as statistical trends report. There was Board consensus to review the trends report twice per year. As the years progress, additional years will be added to the graphs.

REVIEW OF WISCONSIN LIBRARY SERVICE RECORD

The Board reviewed the 2004 results of the Wisconsin Library Service Record data, comparing this library with others of a similar size, and asked that this item also be placed on the January meeting agenda, with Mark leading a discussion of the statistics for planning purposes.

REPORT ON GRANTS RECEIVED

The Board reviewed a prepared report on grants received over the last four years. There was consensus not to gather additional information at this time. The Board will be discussing fund raising and development activities at a future meeting.

ELECTRONIC BOARD PACKETS

On a motion made by Bob Fraser and seconded by Barb Dickey, the Board unanimously voted not to convert delivery of the Board packets to only electronic format, due to technological difficulties.

APPOINTMENTS TO THE DISTINGUISHED SERVICE AWARD NOMINATION FORM REVIEW COMMITTEE

This item was tabled for action at the next Board meeting.

AUTHORIZATION OF A CONTRIBUTION TO THE WLA FOUNDATION'S CAMPAIGN FOR LIBRARIES

Sue Olson gave a report on her attendance at the WLA Conference in LaCrosse. Bob Fraser made a motion, seconded by Barb Dickey, to approve a \$5,000 disbursement to the Wisconsin Library Association Foundation's Campaign for Wisconsin Libraries, from account 6118, Advertising/Marketing. The motion was passed unanimously.

APPROVAL OF 2006 CONTRACT FOR RESOURCE LIBRARY SERVICES

On a motion made by Bob Fraser and seconded by Kathie Schneider, the Board unanimously approved the contract with the Indianhead Federated Library System for resource library services in 2006.

APPROVAL OF 2006 CONTRACT FOR SERVICES TO FAIRCHILD

On a motion made by Barb Dickey and seconded by Kathie Schneider, the Board approved the 2006 contract for services to Fairchild residents, with Dickey, Jurmain, Olson, Schneider, and Stacey voting in favor, and Fraser voting against.

DIRECTIVES

Kathie Schneider indicated this would be the last Board meeting for Garland, the assistance dog. At the January meeting, we will meet Young & Foolish, who will be in training.

ADJOURNMENT

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

Julie A. Gast
Business Manager