

L.E. PHILLIPS MEMORIAL PUBLIC LIBRARY
Minutes of the Meeting of the Board of Trustees

A meeting of the Board of Trustees of the LE Phillips Memorial Public Library was held on Thursday, December 21, 2006 at 7:00 am in the Board Room of the Library. The following members were present: Dickey, Fraser, Jurmain, Olson, Luehrsen, Radtke, Schneider, Simonsen, Stelter 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 from their November 16, 2006 meeting.

REPORTS OF LIBRARY BOARD PRESIDENT AND CAPITAL CAMPAIGN COMMITTEE

Mary Jurmain shared a thank you letter from Downtown Eau Claire and a memorandum from Dale Peters regarding the recruitment cost incurred in the hiring process for our new Director.

COMMITTEE REPORTS

Legislative Committee

Linda Stelter reported that four Board members, one Friends Board member and our Assistant Director will be attending Legislative Day. There were discussions regarding the Speak Up For Your Library Campaign from the South Central Library System and how our Library could develop a similar plan. Michael Golrick will look into working with Friends to develop a postcard and adding something to our website. Michael Golrick will report back his findings at the next meeting. Linda Stelter answered questions regarding the insert in the Board packet from the Wisconsin Department of Public Instruction Biennial Budget Highlights For Libraries.

REPORT OF THE FRIENDS OF THE LIBRARY

Kathie Schneider reported that a successful Give-a-Kid-a-Book campaign was coming to an end for this year. The Friends annual meeting will take place in April this year. This spring Friends will be giving departments gifts to cover items that the budget does not allow for.

REPORT OF THE REPRESENTATIVE TO THE IFLS BOARD

Bob Fraser reported that this is Sandy Robbers last week of employment. Bob Fraser will draft a document in recognition of Sandy Robbers service. John Stoneberg will be inviting Sandy Robbers to Legislative Day and inviting her to ride down to Madison with the group.

REPORT OF THE LIBRARY DIRECTOR

During Legislative Day Michael Golrick will be attending the ALA Midwinter Meeting in Seattle. The Management Team will start sending Michael Golrick monthly reports that Michael Golrick will include in his report to the Board. The board packet was successfully sent to Kathie Schneider as a PDF this month. As an added bonus we will now be able to post the packet on our website.

REVIEW OF FINANCIAL REPORT

The Board reviewed the November Financial Report.

ACTION ON BILLS AND CLAIMS

On a motion made by Bob Fraser and seconded by Jean Radtke, the Board unanimously approved the Bills & Claims for November 9-December 7, 2006, as well as the Additional Bills & Claims.

REVIEW OF MONTHLY STATISTICS

The Board reviewed the November Statistical Report and noted a lot positive comments have been received regarding the auto renewal.

OTHER BUSINESS

On a motion made by Kathie Schneider and seconded by Bob Fraser the vote was unanimous to approve the revised 2007 Operating and Capital Improvement Budgets as presented by Library staff. The revisions were minor and briefly discussed. The Library Board voted unanimously to approve the 2007 Resources Library Agreement between L.E. Phillips Memorial Public Library and the Indianhead Federated Library System on a motion made by Kathie Schneider and seconded by Bob Fraser. The Board discussed the 2007 Agreement between L.E. Phillips Memorial Public Library and the Indianhead Federated Library System to Provide Library Access to the Residents of the Town and Village of Fairchild. Kathie Schneider made a motion to approve. Those voting in favor were Barb Dickey, Mary Jurmain, Sue Olson, Jean Radtke, Pat Simonsen, Linda Stelter and Bob Von Haden. Voting against was Bob Fraser.

On a motion made by Barb Dickey and seconded by Sue Olson the 2007 MORE Host Site Agreement between L.E. Phillips Memorial Public Library and the Indianhead Federated Library System was approved by unanimous vote.

There was discussion on the 2007 Library Board work plan and schedule. Pat Simonsen and John Stoneberg will look into holding a couple of the Board meetings offsite. The revised meeting dates will be ready to distribute by the next Board meeting. Michael Golrick and the Executive Committee will be looking into different options for improving relations with the Counties.

Changes in the structure and tasks of Board Committees of the L.E. Phillips Memorial Public Library Board of Trustees. will be brought before the Board at the next Board meeting for action.

Work is in process on developing an evaluation process for the Library Director. A recommendation will be brought before the Board at the next Board meeting.

The proposed changes to the Bylaws of the L.E. Phillips Memorial Public Library Board of Trustees is in process and will be brought before the Board for discussion at the

January meeting and action at the February meeting.

On a motion made by John Luehrsen and seconded by Bob Von Haden, the Executive Committee was authorized to expend an amount not to exceed \$7,500 to conduct a survey of library employees and the library work environment in mid-2007. The vote was unanimous in favor. The Library has a quote form for any expense over \$5,000.

John Stoneberg and Barb Dickey will be working together on the welcome reception for new Library Director Michael Golrick.. A tentative date and time of February 8th at 4 PM has been discussed. Friends will be cosponsoring the event.

The Board considered a resolution for John Stoneberg for his work as Interim Library Director. In addition to the resolution, Bob Fraser expressed that John Stoneberg is a very valuable credit to his profession because of his extensive involvement in the Library, the City, and the County of Eau Claire. The Library is lucky to have John.

DIRECTIVES FROM THE LIBRARY BOARD OF TRUSTEES TO THE LIBRARY DIRECTOR

Mary Jurmain recommended that Michael Golrick brings a list of his priorities as he sees them to the next Board meeting. On a motion made by Jean Radtke and seconded by Kathie Schneider the vote was unanimous.

ADJOURNMENT

Kathie Schneider made a motion to adjourn the meeting. This was seconded by Sue Olson and the vote was unanimous.

Respectfully submitted,

Jackie Depa
Associate II