

T. B. Scott Free Library Board of Trustees
ANNUAL MEETING
January 16th, 2013

Minutes

1. Opening

President Mike Geisler called the Annual Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Gene Bebel, Katie Breitenmoser, Paul Gilk, Richard Mamer, Tim Meehean (4:01-), Jim Wedemeyer and Vickie Yelle.

Absent (ex.): Chris Malm. Also present: Don Litzer (4:05-) and Ricky S. from MP3.

Correspondence received: a letter from the Merrill Historical Society recognizing the Endowment Fund Pledge.

There was no public comment.

2. Election of Officers

Tim Meehean announced that all officers have agreed to serve for another year. There were no nominations from the floor. M Meehean/S Gilk/C to approve the incumbent officers for 2013. Officers include: President, Mike Geisler; Vice-President, Gene Bebel; and Financial Secretary, Richard Mamer.

3. Consent Items

M Meehean/S Mamer/C to approve the minutes of the December meeting as printed.

The Library Board approved by consensus to accept the Monthly Revenue and Expense Printouts and the Monthly Statistical Report for December as printed. This item will be placed as an item on the February agenda for a formal motion.

4. Reports/Discussion Items/Action Items

A. 2012 Endowment Fund Report: Mr. Mamer presented the report. M Meehean/S Yelle/C to approve the report.

B. Endowment Fund Request: Conference Attendance: Ms. Stevens presented her request for funding Ms. Schwartz to attend the upcoming Innovative User's Group (IUG) Conference. M Bebel/S Breitenmoser/C to approve up to \$2,125 from the Endowment Fund to reimburse Ms. Schwartz to attend the IUG Conference, less any reimbursements that may come from outside sources. Ms. Stevens is actively pursuing additional funding sources to partially cover these costs and will report back to the Library Board regarding these efforts.

C. Printing Fee Discussion: Ms. Stevens presented her report on printing revenue and expenses. M Meehean/ S Yelle/M to change the cost of printing black and white copies to 0.15 cents per copy and color copies to 0.30 cents per copy with the default printer set to black and white. Ms. Stevens will report back to the board with the cost estimates of color printing on existing equipment.

D. Policy Review: Reference Copying: M Meehean/S Mamer/C to approve the policy as revised.

E. Policy Review: Gifts: M Mamer/S Bebel/C to approve the policy as revised.

F. Wireless System Update: A new wireless system was installed in the library in mid-December as the result of a federal LSTA Grant obtained through WVLS. There were minimal expenses for wiring and aesthetics not covered by the grant which were paid out of the library budget.

G. Reports from Friends and WVLS Representative: There is no report at this time.

5. Forthcoming Events & Library Director Report

- A recent roof leak is believed to be originating from around an air handler. Kulp's has been on site to assess and repair the leak. The situation is being closely monitored.
- Mr. Bebel reviewed the need to schedule caulking, painting and other long-term maintenance work on the Carnegie building.
- New computer workstations for the adult department are in use.

6. Adjournment:

The meeting adjourned at 4:50 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on February 20th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary