

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
November 20th, 2013

Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:05 p.m. in the Library Board Room. Present: Gene Bebel, Katie Breitenmoser, Paul Gilk, Chris Malm, Tim Meehean and Jim Wedemeyer. Excused: Richard Mamer and Vickie Yelle. Also present: Don Litzer and Karissa K. from MP3.

There was no correspondence or public comment.

2. Consent Items

M Meehean/S Breitenmoser/C to approve October meeting minutes as printed. M Meehean/S Bebel/C to accept October Monthly Revenue and Expense Printouts & Monthly Statistical Report as printed.

3. Reports/Discussion Items/Action Items

A. 2014 Budget Update: The library budget submitted in August included estimates for WRS, health insurance and wage increases which have now been clarified. M Meehean/S Malm/C to authorize redistribution of these monies into the budget as recommended.

B. Library Board Bylaw Review: M Meehean/S Bebel/C to accept the bylaws as amended.

C. Programming Proposal Review and Renewal: Ms. Stevens presented a brief review of 2013 adult library programming involving contracted programming staff. M Bebel/S Breitenmoser/C to approve \$2,400 from Endowment Fund monies for the production of 10 programs in 2014 by Christine Vorpagel.

D. Policy Review: Fines & Fees: M Meehean/S Malm/C to approve the policy as revised.

E. Policy Review: Protection of Privacy of Library Users: M Gilk/S Breitenmoser/C to approve the policy as revised.

F. Library Director Evaluation Process Review: Mr. Meehean, Library Personnel & Finance Committee Chair, reviewed the evaluation process for the library director. By consensus, the established process will continue.

G. Benefits of Your County's 2012 Membership in WVLS: Ms. Stevens provided analysis, regarding how library cooperation made possible by library systems benefits the library and public (e.g., expanded access to physical and electronic materials), and how that cooperation brings its own challenges (e.g., net lending/borrowing issues). Copies will be given to all Lincoln County Board Members, Merrill City Council Members, Merrill Mayor and City Administrator.

H. Trustee Essential #7-The Library Board and Library Personnel: Ms. Stevens provided copies of Trustee Essential #7.

I. Reports from Friends/WVLS Representative: The Friends approved funding for a 3D printer. Ms. Stevens read a brief report from Lincoln County's WVLS Representative, Ms. Sauer.

4. Forthcoming Events & Library Director Report

- The library is sponsoring a tree for the O'Tannenbaum 4-H event. The Friends of the Library have provided the funds for this project.
- Local author Susan Van Sleet will be speaking on December 8th at 1:30.
- Family Storytime expanded for no-school day offering on Wednesday November 27th.
- Upcoming programs: Game-On Event (December 29) & Movie Matinee (December 30th).
- Update given on energy usage and savings. After-hours interior lighting was adjusted for cost-savings, staff will continue to monitor.
- Wisconsin Valley Library Service (WVLS) and area libraries were involved in discussions about the potential for a shared ILS system between WVLS, Indianhead Federated Library System, and Northern Waters Library Service. Ms. Stevens provided a copy of the report for interested parties.
- Board members were reminded to attend the Long Range Planning Retreat on December 6th from 3-6pm and December 7th from 9am to noon. A copy of the T.B. Scott Free Library 2013 Focus Group Report was given to board members and they are asked to read this document and bring it with them to the retreat.

5. Adjournment:

The meeting adjourned at 5:15 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on December 18th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary