

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
July 17th, 2013

Minutes

1. Opening

Vice-President Gene Bebel called the Regular Meeting of the Board of Trustees to order at 4:06 p.m. in the Library Board Room. Present: Katie Breitenmoser (4:07-), Paul Gilk, Richard Mamer (-5:15), Tim Meehean, and Vickie Yelle. Excused: Mike Geisler, Chris Malm and Jim Wedemeyer. Also present: Don Litzer (4:07-), Linda Schuster (-4:40) and Adam L. from MP3.

Correspondence received: a thank you letter from Ronald Siewert and family for the Memorial Book donation in memory of Belva Siewert-former library employee.

There was no public comment.

2. Consent Items

M Meehean/S Mamer/C to approve the minutes of the June meeting as printed.
M Mamer/S Meehean/C to accept the Monthly Revenue and Expense Printouts and Monthly Statistical Report for June as printed.

3. Reports/Discussion Items/Action Items

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

B. Youth Services Programming Request: Ms. Schuster presented a request to initiate a 1000 Books Before Kindergarten program. M Meehean/S Yelle/C to fund the program from the Endowment Fund in an amount not to exceed \$11,000, based on the written proposal with the addition of giving one free book at the start of the program and one after every 100 books read. Ms. Schuster also briefly reported on Youth Services activities.

C. 2014 Preliminary Budget: M Meehean/S Mamer/C to approve the budget with a total \$1,500 less than presented. The board directed that the funding request to both the City of Merrill and Lincoln County be the same as last year. An anticipated decrease in library fines/fees revenue results in the budget reduction. While the board recognizes the existing funding agreement, the submitted request acknowledges fiscal and economic conditions affecting both entities.

D. Discussion: Advocacy Action Plan: Mr. Gilk requested that the discussion be moved to the August agenda to facilitate greater board input.

E. Trustee Essential #3-Bylaws: Ms. Stevens reviewed the bylaw basics, specific legal requirements, and crafting board bylaws as outlined in the Trustee Essential #3. Current board bylaws were presented.

F. Reports from Friends/WVLS Representative: The Friends discussed the upcoming annual October book sale at their last meeting on July 11th. There was no report from the Lincoln County WVLS Representative.

4. Forthcoming Events & Library Director Report

- Summer Reading Programs continue.
- Ms. Stevens reported a strong community response for the upcoming Long Range Planning Committee meetings and requested a board volunteer for the Planning Committee.
- Work is being done on the leak in the entryway area, staff will continue to monitor.
- The tree near the staff parking lot remains a concern; the board directed the staff to engage a tree service to develop strategies for prolonging the life of the tree.
- Stephen and Nancy Shields & family were present with the donation of the 1570-vintage antique map on July 6th. A press release was submitted to local media.
- An update was given on the recently enacted state budget provision affecting residency requirements for municipal employees.
- Ms. Stevens updated the board on the anticipation of library involvement in educating the public about the upcoming Federal Affordable Health Care Program.

5. Adjournment:

The meeting adjourned at 5:25 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on August 21st at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary