

D R A F T
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
September 26, 2010

Call to order at 4:04 p.m. by President Enos

Present: Derouin, Eisen, Enos, Nebel, Wicihowski, Wisneski

Absent: Brunette, Kobylski

Also present: Director Saecker, K. Seefeldt (Administrative Assistant), C. Brandt (Head of Circulation Services)

Authorization of Bills

1. **Motion** to authorize payment of the September bills from the 2010 budget by Nebel, seconded by Wisneski and carried unanimously.

Consent Business

2. Approve minutes from the Library Board meeting of August 19, 2010.

Motion

Motion to approve the minutes of the Library Board meeting of August 19, 2010, as presented by Nebel, seconded by Wicihowski and carried unanimously.

Director's Report/Information Items

3. Statistics. Lending statistics were up 2.5% overall from last year. We had double-digit increases for magazines, books on CD, children's music CDs, children's books on CD and kits. We are encouraged by the fact that we are continuing to remain close to the record circulation amounts that we have experienced in recent years. Director Saecker reported that audiocassettes and videos were recently withdrawn from our collection to make room for newer formats. Also, nonfiction DVDs have been moved into the nonfiction book stacks. Nebel noted public interest in foreign films and requested that we continue to order items for that collection.
4. Community Foundation Reports and Endowment Report. Eisen requested that we defer discussion of this item until the Board's October meeting. Director Saecker noted that this will give the Finance Committee time review this information.
5. Children's Summer Reading Program. Kathy Beson, Head of Children's Services, reported that the summer program was very successful. 1019 children participated. There was a 50% increase in the sign-up for the program over the last three years. Beson's report to the Board included the percentage rate of participation per school. Board members requested that she also include the total number of students per school that participated in the program in future reports.
6. Re-Visioning Committee. Director Saecker reported that she had recently asked staff to begin exploring new ways to merchandize our collection internally. The main displays in the entrance area have been changed to include new genre categories. We will consider changes in other collection areas to make them more user-friendly as well. One interesting option under consideration is changing from our existing numerical-based Dewey decimal system to the word-

based BISAC system. Eisen asked if that change would be determined by the Board or the Director. There was a consensus that the Director would assume responsibility for this.

7. Winnefox & WALs. Fond du Lac Public Library recently expressed interest in leaving the Winnefox Library System due to the expense of being a member of WALs (Winnefox Automated Library System). They have requested that membership fees be reduced by 20% in 2011. If that were to happen, several services that we regularly could be reduced or eliminated. Director Saecker noted that this item was scheduled to be discussed at the Winnefox Library Board's September meeting. She will keep our Board updated.
8. Minor Change in State Law. There was a recent change in state law that affects library trustees. Persons serving in city appointive offices must serve until their successors are appointed and qualify.
9. WLA Reminder. Board members planning to attend the conference were encouraged to register through the library's administration office.

Wisneski left the meeting at approximately 4:50 p.m.

Discussion/Action Items

10. Request for Exception to Meeting Room Policy. The Valley Homeschoolers requested that their writing co-op group be able to use our meeting rooms twice a month for six months of the year. Library policies state that regular monthly meetings are permitted but regular daily or weekly meetings are not permitted. Discussion ensued.

Motion

Motion to deny the exception request by Valley Home Schoolers prior to a review of meeting room policies by our Policies & Personnel Committee by Nebel, seconded by Wicichowski, motion carried unanimously.

11. Food for Fines. We plan to partner again with Neenah Public Library with our annual Food for Fines program. Proposed dates for this year's program are November 6-14. Director Saecker noted that only fines are forgiven, not lost material fees.

Motion

Motion to approve the continuation of the Food for Fines program November 6-14, 2010 by Wicichowski, seconded by Derouin, and carried unanimously.

Brandt left the meeting at 5:05 p.m.

Appointment to Policy Committee. Policies and Personnel Committee chair Kathy Wicichowski requested that former library board member Sue Werley be appointed to this committee. Werley had been instrumental in the ongoing updates of our policies. The committee appointment would be limited to policy changes only and would not include personnel issues. Discussion ensued. Eisen objected to the consideration.

A roll call vote was taken to determine if this item should be brought to the table. Eisen and Nebel voted nay, Derouin, Enos and Wicichowski voted aye. The item remained on the table for discussion.

Motion

Motion to approve the appointment of Sue Werley to the Policies and Personnel Committee with stipulated limitation to policy review only by Wicichowski and seconded by Derouin. Prior to a vote being taken, Eisen noted that only Library Board members should be members of standing

committees. Community members may be appointed on an ad hoc basis as consultants to a standing committee with the committee chair's approval.

Wicihowski and Derouin withdrew the motion and second that was on the table.

Policies and Personnel Committee chair Wicihowski noted her intent to appoint Sue Werley as a consultant to this committee to assist with reviewing policies.

12. 2011 Budget. Director Saecker reported that she is still waiting for final figures from the City for personnel costs. She recommended that the Finance Committee plan to meet a week prior to the Board's October meeting to review the proposed budget. Board members noted they would like copies of the agenda for that meeting sent to all members of the Board. Saecker noted that she had budgeted for a 2.5% increase in salaries and wages, which is what all non-reps in the City will be receiving. Eisen stated he was opposed to wage increases that already have been committed. Director Saecker noted that the Board had already approved a 1% salary increase effective December 31, 2010 as recommended by the Common Council for all City non-represented employees. Eisen noted he was not referring to that increase.

Announcements

Nebel asked for a copy of the list of alternative sites we offer to meeting room users who aren't able to reserve rooms here at our library.

Adjournment

Motion to adjourn the meeting at 5:15 p.m. by Eisen, seconded by Wicihowski and carried unanimously.

Future meeting dates

The next regular board meeting will be held in the Gegan Room on Thursday, October 21, 2010 at 4:00 p.m.

Respectfully submitted,

Paul Eisen, Secretary

Kris Seefeldt, Recording Secretary