

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, April 24, 2012 in the Burlington Public Meeting Room. Present were Penny Torhorst, Steve Rauch, Pat Hoffman, Dianne Boyle, and Scott Johnson. Excused were Pat Hurley, Kay Pockat, Mike Kelly, and Dr. David Moyer. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and high school representative Miranda Meyers.

Torhorst called the meeting to order at 4:00.

Minutes of the March 27, 2012 meeting were approved. Hoffman moved, and Johnson seconded. Motion passed.

The April General Fund Bills, Prepaids, Reimbursements, March 2012 General Fund Deposits were discussed and approved. Hoffman moved approval and Boyle seconded. Motion passed.

Johnson moved and Hoffman seconded the motion to approve the April 2012 Trust Fund Bills and the March 2012 Trust Fund Deposits. Motion passed.

Committee Reports: There are no reports at this time.

Federated Library Report: No report at this time.

Old Business: Staffing Transition:

Judy will be retiring in June and Carole will be moved into the position of Adult Services Supervisor, in charge of the circulation and reference departments.

Donna has also retired and we have a new Desk Clerk and her name is Jane Schmidt.

New Business:

Friends of the Library Report: The Friends are almost finished with the computer project. The new computers for the lab are ready to go and the literacy group is arranging to provide computer classes when summer comes.

Library Repair Projects: The Library is hoping to have several repair jobs done with this year's budget. The downstairs hallways and restrooms need to be repainted, as well as part of the meeting room. We are exploring the idea of replacing the carpeting in the meeting room. Hopefully we can do this after the book sale. The rest of the roof will be replaced this year. We are also replacing several service doors.

Directors Report:

We have received a \$5,000.00 inheritance from Paul Lipton's estate, in honor of his parents, Isaac & Ida Lipton. Gayle will bring a plan to the Board next month for use of the money.

At the next meeting Gayle will have the survey results from National Library Week. There were many good comments.

Gayle visited Fort Atkinson Library's renovation project. Their library services a population that is a little larger than ours. She took many pictures and shared some of them with the Board. She will have them in a flip book for the next meeting. On Friday, she will be touring the Hartford and Mukwonago libraries. She will also take pictures and hopefully have those also for the next meeting.

Wisconsin Public Library Consortium - e-books and audiobooks from Overdrive.

State Statistics: In the first quarter of 2011, about 32,565 e books circulated. In the first quarter of 2012, about 165,614 ebooks circulated. Of those 165,614 ebooks, 93,302 were Kindle books.

Burlington Statistics: In January 2011, there were 120 ebooks checked out. In January 2012 there were 203 ebooks checked out. The number is growing.

Collection Development Policy: Gayle will send out copies of the collection development policy with the next agenda, so we can review it at the next meeting.

This meeting was to be Kay Pockat's last meeting. M.T. Boyle has been appointed by the Mayor to fill Kay's spot. She will be at the May meeting.

Miranda Meyers will be leaving at the end of the school year, after the May meeting.

Steve commented that the Mayor has decided that the aldermanic rep appointments will be changing next year. This will be Steve's last year on the Library Board.

Monthly Report: The Board likes being able to keep track of the internet usage numbers month by month. Scott asked if we could separate out the Circ statistics by books, DVDs, CDs, and Audibooks. Gayle will have that at the next meeting.

BPL in the news: Our Appraisal Program had 94 people attend with items to be appraised. The appraiser was there for 4 hours and there were many satisfied people. We will be having this program again this year.

Public Communication to the Board: There was none at this time.

Meeting was adjourned at 4:50 p.m. Johnson moved and Hoffman seconded. Motion passed.

Our next meeting will be on Tuesday, May 22<sup>nd</sup> at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Steve Rauch  
Aldermanic Representative