

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, September 25, 2012 in the Burlington Public Meeting Room. Present were Penny Torhorst, M.T. Boyle, Steve Rauch, and Peter Smet. Excused was Dianne Boyle, Scott Johnson, Pat Hurley, Pat Hoffman, Mike Kelly. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt.

Torhorst called the meeting to order at 4:02.

Minutes of the August 28, 2012 meeting were approved. Rauch moved, and Smet seconded. Motion passed.

The September General Fund Bills, Prepaids, Late Prepaids, Reimbursements, August 2012 General Fund Deposits were discussed and approved. Smet moved approval and Rauch seconded. Motion passed.

Rauch moved and Smet seconded the motion to approve the September 2012 Trust Fund Bills and the August 2012 Trust Fund Deposits. Motion passed.

Committee Reports: There were none at this time.

Federated Library Report: Mid-Wisconsin does not have a director and is in the process of hiring a director. They are not considering merger with Lakeshores at this time.

Old Business:

Friends: The Friends have completed the last fundraiser project.

Friends' Fundraiser: The Friends group is selling tickets to an after party for the Historic Pub program on Saturday, October 6th. The party will be at John's Main Event after the program is done at the Library. The Tickets are \$15.00 and \$8.00 of it will go to the Friends group.

New Business:

Budget: The Library budget goes to the budget hearing next Wednesday evening. The Library is the first to be heard.

Library Priorities/Goals for Budget Year: Gayle had a handout which listed the past efforts, new developments and the vision for future efforts of several different avenues of the Library. Smet moved and Rauch seconded the motion to continue with these goals as part of the 2013 Budget. Motion passed.

Audiovisual project: We have weeded the books on the reference shelves and have made room to have the DVDs displayed on one shelving unit. This will create a more visual display and easier for patrons to browse the available titles. We are also hoping to have room to display the music CDs in the same area. Rauch moved and Smet seconded the motion for the Library to move forward with the audiovisual project. Motion passed.

Putting Down Roots and book selling: The Library is having a Historic Garden program and the speaker would like to sell copies of her book. Rauch moved and Smet seconded the motion to allow her to sell her book after the program. Motion passed.

Civil War Reenactment program and artifacts: We will be having a Civil War program, the life of a soldier, and the speaker would like to bring in guns from that time. Falk has the approval from the Police Dept. and also the City's approval. Smet moved and Rauch seconded the motion to allow museum quality guns at this event. Motion passed.

Lakeshores Library System Trustee Dinner: Falk told the Board about the upcoming Trustee Dinner. The tickets are \$10.00. If any Board member wants to go they should let Falk know.

Roof Project: The Roof project has started. They are redoing all the flat sections. It is supposed to be a 4 day project and should be done early next week.

Basement remodel project: Falk has expressed the need to have the basement hallway and bathrooms remodeled. She has an estimate of \$11,000.00 that would include a suspended ceiling and lighting in the hallway and wall board on the brick walls. The Board also had the thought of doing the suspended ceiling and lighting but then just painting the walls.

Repair/replacement of bicycle rack: Falk stated that Brian has looked at our bike racks and has recommended that he use the bent one for some parts to repair the better one and then sand and repaint it. We never have more than a couple bikes on the racks at any given time. The Board agreed that it was a good plan. It will be a winter job for Brian.

Directors Report:

Monthly Report: The circulation numbers are down from this time last year. Falk reported that the statewide circulation numbers are down. Our walk-in count is good.

Falk reported that we have 3 CDs coming due in early October. The Board advised Falk to use her best judgment on finding the best rate for the shortest time. Motion passed.

BPL in the news: There were many items in the weekly newspaper calendars and articles on our upcoming programs.

Public Communication to the Board: There was nothing at this time.

Meeting was adjourned at 5:13 p.m. Smet moved and Rauch seconded. Motion passed.

Our next meeting will be on Tuesday, October 23rd at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Pat Hoffman
Secretary/Treasurer