

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, September 28, 2010 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Yvonne Braunschweig, Pat Hurley, Steve Rauch, Kay Pockat, Pat Hoffman, and Mike Kelly. Excused were Dianne Boyle and Scott Johnson. Also present were Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Torhorst called the meeting to order at 4:05.

Minutes of the August 24, 2010 meeting were approved. Kelly moved, and Braunschweig seconded. Motion passed.

The September 2010 General Fund Bills, Prepaids, Reimbursements and August 2010 General Fund deposits were discussed and approved. Kelly moved approval and Hoffman seconded. Motion passed. The September 2010 Trust Fund Bills and August 2010 Trust Fund Deposits were approved. Hurley moved and Braunschweig seconded. Motion passed.

Committee Reports:

Personnel Committee: Hoffman reported on the personnel section of the budget. The budget shows a 2.5% wage increase for all personnel. The budget includes a proposed addition of 4 page hours and 5 hours of reference assistance each week. There is also an extra half hour of desk hours for the opening shift each Monday. Information including the cost of health benefits will be provided by the City. The Personnel Committee recommended accepting the budget as presented. The Board will accept a pay increase between 2% and 3% from the City. Hoffman moved for the adoption of the personnel budget as presented. Kelly seconded. The motion passed.

Finance Committee: Kelly reported that the finance committee recommended acceptance of the budget, as presented. He reported that the capital expenses on the additional projects were found reasonable. Kelly moved for approval of the total budget as presented, and Hoffman seconded. Motion passed.

Falk reported that she will bring the final numbers to complete the budget to the October Board meeting. The budget will be presented to the City Council on October 27, the day after our next Board Meeting.

Federated Library Report: Braunschweig reported that Rhonda Puntney, the Special Needs and Children's consultant for Lakeshores, was in Atlanta for 2 days. Ann Becker reported that there is no contract with Share group but there is an agreement. The annual Lakeshores meeting and dinner is coming up on October 14th at the Cotton Exchange. There will be a presentation of Open Meeting Laws. Falk, Kelly and Torhorst are

planning to attend. Braunschweig reported that Lakeshores is also working on the budget and facing difficult financial decisions.

Old Business:

The Friends group's new fundraiser for this year will be to provide additional new computers for the adult side of the Library, as well as upgrading the electrical outlets in that area. They also hope to provide some laptop furniture for people using their own laptops and our Wi-Fi. Software to manage the internet computers is a part of the project. The goal of the Fundraising project is \$16,000.00. Falk has written a grant which would, if funded, help pay for the software.

New Business:

Upcoming Events: Lakeshores is sponsoring library automation software demonstrations. This is to give libraries a chance to see what is available from all library automation vendors.

October 7th is the kickoff for the new Senior Center Bookclub.

October 14th Western Racine Network Breakfast at Runzheimer.

October 14 is also the McGyver Library Continuing Education class and the Lakeshores Trustee Dinner.

October 16th is the program "Visiting the Beyond."

October 30th the Appleseeds group is helping sponsor a Costume Parade in the park next to the Library.

We reinvested two Certificates of Deposit for trust fund money in the past month.

Director's Report:

Falk reported that our Kindles and our iPad will be available for use in the Library. A patron would need to leave their Driver's License at the desk while using them. The new iPad is loaded with numerous apps, including software that identifies constellations, provides keyboards to play music, presents Sudoku puzzles to solve, and a digital copy of People Magazine. The kindles are loaded with many books to read. Tammy demonstrated the iPad for the Board. Our iPad, which came from an LSTA grant, is worth about \$500.00.

Falk reported that with the trust bills was a check moving the gift money into the materials fund. Falk also stated that next month she will be asking the Board for book sale or grocery money to help with the cost of the WLA conference.

Monthly report: the circ is down slightly for the year but the walk in count and internet usage are both up.

Falk reported the Police Department is willing to help us get back our long overdue items. The Board discussed the general concept of an amnesty on fines.

In the News:

There were many newspaper calendar events. There was an article about the Chocolate walk in which the Library participated. The City newsletter had a whole page on library programs coming up in the near future.

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

Meeting was adjourned at 4:45 PM. Hoffman moved and Rauch seconded. Motion passed.

Our next meeting will be on Tuesday, October 26th at 4:00 PM in the Burlington Public Library meeting room.

Respectfully submitted,

Steve Rauch,
Aldermanic Representative