

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, March 26, 2013 in the Burlington Public Meeting Room. Present were Penny Torhorst, Steve Rauch, Mike Kelly, M.T. Boyle, Dianne Boyle, Pat Hoffman, Scott Johnson, and Pat Hurley. Excused were Peter Smet, and high school representative Elle Reda. Also present were Library Director Gayle Falk, Automation System Administrator Tammy McCarthy, Administrative Assistant Linda Berndt, and high school representative Adam Schuster.

Torhorst called the meeting to order at 4:00.

Falk reported that Tammy McCarthy was here to do a demonstration on Zinio. Zinio is a magazine subscription program that all the Lakeshores libraries share. It has 100 magazine titles that can be loaded on line and viewed. You can reach Zinio from our webpage, choosing the resources page and then the Zinio button. A library card and an email account are needed to register. Items can be used online or downloaded.

Minutes of the January 22, 2013 and February 28, 2013 meetings were approved. Johnson moved approval, Dianne Boyle seconded. Motion passed.

The March Prepays, Reimbursements, and February 2012 General Fund Deposits were discussed and approved. Johnson moved approval and Rauch seconded. Motion passed.

Hoffman moved and Rauch seconded the motion to approve the March 2013 Trust Fund Bills and the February 2013 Trust Fund Deposits. Motion passed.

Committee Reports:

Director Evaluation: Pat Hoffman handed out the Director's Evaluation forms and she would like them returned within a couple weeks.

Federated Library Report: The Board discussed the continuing problems between Lakeshores and MidWisconsin Library Systems. If either System decides to dissolve the Consortium, they would need to provide a 6 month notice. During that time, the systems would work on dividing our computer equipment and extracting our bibliographic records. Twenty of the Lakeshores library directors and Mid-Wisconsin library directors attending the quarterly SHARE meeting signed a letter affirming the value of keeping SHARE united to the two library system boards. The Board directed Falk to write a letter to both system boards, letting them know that our library values SHARE and does not want it dissolved.

Old Business:

Annual Report: Falk distributed our internal annual report. The board reviewed the report and gave their approval.

DVD Collection: Falk has done periodic inventories of the DVDs and has not found any more missing. The man who stole some of our DVDs in the past was arrested. He subsequently returned the ones he took and received a \$300.00 fine. Falk asked the Board if they wanted her to impose a suspension from the Library. The Board did not feel there was a need for a suspension of library privileges.

Microfilm Machine: We had offered our old microfilm machine to the Historical Society, but they decided against taking it. The microfilm machine is in working order, except for needed new lenses, which would cost \$300.00. Falk would like permission from the Board to offer it to a library that would either replace the lenses and use the machine, or use it for replacement parts. The Board agreed and Falk will pursue that.

New Business:

Wiscnet is currently being reviewed by the state. Our Wiscnet email is being discontinued. We are in the process of transferring those email accounts to paid business accounts. We will be able to keep our email addresses.

Our Internet service through Wiscnet will still be available for at least one more year. If the state decides it can no longer be offered to libraries, we will need to purchase bandwidth from another provider.

Directors Report:

The Circ numbers and walk in numbers were affected by the weather and also the fact that there was one less day in February.

BPL in the news: There were items in the weekly newspaper calendars.

Public Communication to the Board: The Board reviewed a letter from D. Warren.

The Board acknowledged that this was Aldermanic Representative, Steve Rauch's last meeting. The Board expressed their thanks for all his time, effort and help. Rauch commented that the Board is still going strong and in the right direction to improve the library.

Meeting was adjourned at 5:16 p.m. Rauch moved and Johnson seconded. Motion passed.

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

Respectfully submitted,

Pat Hoffman
Secretary/Treasurer