

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, April 23, 2013 in the Burlington Public Meeting Room. Present were Penny Torhorst, M.T. Boyle, Pat Hoffman, Scott Johnson, and Peter Smet. Excused were Peter Hintz, Mike Kelly, Pat Hurley, and Dianne Boyle. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and high school representative Adam Schuster.

Torhorst called the meeting to order at 4:00.

Minutes of the March 26 meeting were approved. Hoffman moved approval, Johnson seconded. Motion passed.

The April Prepays, Reimbursements, and March 2013 General Fund Deposits were discussed and approved. Hoffman moved approval and Johnson seconded. Motion passed.

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

Committee Reports: None at this time.

Federated Library Report: There have been no new developments. Falk reported that there has been one meeting between Mid-Wisconsin and Lakeshores.

Old Business:

Old Microfilm Machine: The old microfilm machine was taken by Lake Geneva Public Library.

New Business:

Farmers Market Parking Spot: The Farmers Market would like the use of one parking spot next to the park for vendors to unload and load their vehicles before and after the sale. Hoffman moved and M.T. Boyle seconded the motion for the Market to have one spot for unloading and loading their vehicle. Motion passed. Falk also stated that they would like permission to have a port-a-potty placed in one parking stall during Maxwell Street Days in July. Smet moved and Hoffman seconded the motion to allow a port-a-potty in one parking stall during Maxwell Street Days. Motion passed.

Meeting Room Booking and Use: A patron inquired about using the meeting room on a weekly basis. Our policy does not allow "excessive use" by any person or group. Falk invited the group to ask the Board to reconsider the decision, but has not received any correspondence from them to date.

Recognition of Staff Member Retirement: Eunice Streiff has decided to retire after 46 $\frac{1}{2}$ years of working at the Library effective April 30th. We are planning a staff luncheon on Monday, April 29th. Smet moved and Johnson seconded the motion to use \$200.00 of Trust money for the retirement luncheon for Eunice Streiff. Motion passed. The Board also wanted to give a plaque to her for her years of service. Smet moved and Hoffman seconded the motion to have a plaque made to recognize her years of service. Motion passed.

Recognition of Student Representative: Adam Schuster has been our student representative this year and this is his last meeting. The Board appreciated his attendance and input in the meetings. They wished him luck and much success when he goes to the University of Minnesota. Cake was served in his honor.

Informational loop: There is a TV behind the Circ desk for patrons to view a continual slideshow of flyers on upcoming library programs, resources, and city happenings such as the Clean Sweep. Falk has been approached by a charity that would like to advertise on our loop. Falk wanted to know what the Board felt about that. The Board wanted to limit it to Library and City events only.

Directors Report:

Falk discussed circulation, and that the weather is contributing to lower circulation for libraries so far this year.

Tonight is World Book Night at The Café on Chestnut and Pine. They will be having a book talk and giving away two books. The Café will be giving the Library a portion of their sales during National Library Week.

BPL in the news: The Board reviewed numerous calendar items.

Public Communication to the Board: There was no communication.

Meeting was adjourned into closed session at 4:45 p.m. Hoffman moved and Johnson seconded. Motion passed.

Our next meeting will be on Tuesday, May 28th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Peter Hintz,
Aldermanic Representative