

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, November 19, 2013 in the Burlington Public Library Meeting Room. Present were Pat Hurley, M.T. Boyle, and Penny Torhorst. Excused were Dianne Boyle, Peter Hintz, Peter Smet, Pat Hoffman, Scott Johnson, and Mike Kelly. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and new High School Representative, Kalle Johnson.

Torhorst called the meeting to order at 4:02.

Minutes of the October 22nd meeting were approved. Hurley moved approval, M.T. Boyle seconded. Motion passed.

The November Prepaids, Reimbursements, and October 2013 General Fund Deposits were discussed and approved. Hurley moved approval and M.T. Boyle seconded. Motion passed. Hurley moved and M.T. Boyle seconded the motion to approve the November 2013 Trust Fund Bills and the October 2013 Trust Fund Deposits. Motion passed.

Committee Reports: None at this time.

Federated Library Report: Falk reported that Lakeshores Library System and MidWisconsin Federated Library System are still working toward a merger. Lakeshores still has an acting Director. There have already been three meetings exploring the option to merge. There is a Share meeting this Thursday and there may be more news then.

Old Business:

Friends update: The Friends have given the Library \$2,000.00 for movie licenses, materials, popcorn, and flashlights to give away at the Home Expo. They are also working on having a membership drive next month.

Instead of the Friends doing a December raffle basket, the Library is having a patron appreciation gift basket. For every 5 items a patron checks out we will put their name in for a drawing for 4 movie tickets, movie candy, and a gift certificate at a local restaurant.

Bigfoot: People are very excited about having Bigfoot here in the Library. There have been many people taking pictures with him. Falk is trying to keep up the excitement and momentum. She is hoping that the patron appreciation gift basket will help.

M.T. Boyle had talked to a patron and they suggested that we open the story time area one morning a week and let parents and children use it during the winter months to play and gather. Falk will look into the availability of the room and talk to the patron.

New Business:

Budget: Falk reported that the City Council will have a public hearing on the budget at tonight's Council meeting. Falk did some recent figuring and we should come in under budget for 2013.

Long Overdue Items: Falk wanted to let the Board know what the process is to have a patron taken to court over long overdue items valued at more than \$100. The patron receives numerous notices, a bill and a registered letter before the matter is referred to the police. Refusing to return library material is considered stealing under state law, and the police can issue a ticket.

LLS Membership Agreement: The Library Board President needs to sign the Membership Agreement. Falk discussed problems with the current county funding formula.

Marketing Libraries: Falk wanted the Board to know what is happening now through the end of the year. Joy has coloring sheets and craft projects out for children. We currently have two story time groups meeting: a lapsit group that meets in the story time room and a preschool group that meets in the meeting room downstairs. We have Wii gaming on Thursday afternoons for school aged children and Building Blocks Wednesday morning for preschool children. Building Blocks is led by Linda Breuer from Love, Inc.

Music Matters has awarded the library a \$500.00 grant which we are using toward a 6 week series of musical programs.

The library also has adult evening and afternoon book clubs. We go to the assisted living homes in the area with book collections and to offer monthly programs.

We will be helping patrons navigate computers to apply for insurance under the Affordable Care Act.

Falk was working on the READ posters. She had some samples for the Board to see.

We are going to be giving away small flashlights at our booth at the Home Expo, funded by the Friends.

The Friends are providing us with a customer appreciation gift basket during the month of December.

Directors Report:

Falk reported that the circ numbers are down at our library and at other Lakeshores libraries. The November numbers are better.

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

Public Communication to the Board: There was no communication.

Meeting was adjourned at 4:55 p.m. Boyle moved and Hurley seconded. Motion passed.

Our next meeting will be on Tuesday, December 17th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Pat Hoffman
Secretary/Treasurer