

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, October 28, 2014 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Pat Hoffman, Peter Smet, Scott Johnson, Mike Kelly, M.T. Boyle, Pat Hurley, and Peter Hintz. Also present were Library Director Gayle Falk and Linda Berndt. Excused was Dianne Boyle.

Torhorst called the meeting to order at 4:00.

Minutes of the September 23rd meeting were approved. Johnson moved approval, Smet seconded. Motion passed.

The October 2014 General Fund Bills, Prepays, and Reimbursements and the September General Fund Deposits were approved. Smet moved approval and Johnson seconded. Motion passed.

Hoffman moved and M.T. Boyle seconded the motion to approve the October 2014 Trust Fund Bills and the September 2014 Trust Fund Deposits. Motion passed.

Joy wanted to personally thank Peter Smet for the use of the school sewing machines for our Makerspace projects. They have been used for several classes so far and are very popular. Class attendees range from young children to adults. There was one class to make pajama pants and two separate tote bag classes. A scarf class is already scheduled. In December, classes will be offered to make a table runner out of fabric scraps which are being donated. The small children that show up will be making ornaments instead of table runners. There is no charge for the class. Joy stated that there has been one \$25.00 donation from a patron to go toward fabric. We have been using grocery money to supply the classes with supplies.

Joy also told the Board that the Library will be having a Newsletter which will come out on the 29th of the month. It is an email newsletter which is set up through a host service, which is free.

Committee Reports: There were none.

Federated Library Report: M.T. Boyle reported that there hasn't been a meeting. Jim Ladwig is not running again for county executive. Lakeshores Library System is a department of county government, so this may mean changes for libraries, since Ladwig was a library supporter.

Old Business:

Budget:

Peter Hintz, the Aldermanic Rep, reported that the library will be responsible for part of the cost of the feasibility study for a new library. Falk encouraged Library Board members to talk up the need for a new or renovated library.

Friends Update: The November Raffle Basket is a cash donation to a needy family for Christmas through LOVE, Inc. People buying raffle tickets are vying for the chance to be the "donor" of the package to LOVE, Inc. Square D donated the package.

The Friends would also like the Library to make a Keurig coffee maker available in the Library for patrons to be able to buy a cup and drink while they are in the Library. The Board agreed it was a good idea.

New Business: Falk handed out a list of the proposed Library closing dates. Falk also informed the Board that City Hall will now be taking Martin Luther King Day as a holiday and the Library does not close that day. In exchange, Falk asked the Board to approve an additional casual day for Library employees to be used at a time other than that day. Smet moved and Johnson seconded the motion to approve the Library closing dates as presented along with allowing the extra casual day. Motion passed.

Falk presented the Library Board meeting dates for 2015. Hurley moved and Johnson seconded the motion to approve the Library Board meeting dates for 2015 as presented. Motion passed.

Directors Report:

Monthly Report: Falk informed the Board that the library would be able to invest its Trust money through the City. We currently have our money in CDs with the local banks that have a better rate for the short term. Falk reported that we have another CD coming due during the second week of November.

There is a new short form for the Friends to apply for tax exempt status. Falk will share the information with the Friends.

Falk reported that Kalle Johnson has been appointed as the high school representative to the Library Board again this year.

Falk asked if we wanted to start up reviewing the chapters of the policy manual after the first of the year with the January meeting. The Board agreed.

Falk will bring the Library picture books from several libraries that have been renovated or built as new to the next meeting.

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

Public Communication to the Board: There was none.

Meeting was adjourned at 5:03 p.m. Hurley moved and M.T. Boyle seconded. Motion passed.

Our next meeting will be on Tuesday, November 25th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Pat Hoffman
Secretary/Treasurer