

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, December 16, 2014 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Pat Hoffman, Scott Johnson, Peter Smet, and Peter Hintz. Also present were Tammy McCarthy and Linda Berndt. Gayle Falk was excused. Also present was High School representative, Kalle Johnson. Excused were Dianne Boyle, M.T. Boyle, Pat Hurley, and Mike Kelly.

Torhorst called the meeting to order at 4:00.

Minutes of the November 25<sup>th</sup> meeting were approved. Hoffman moved approval, Johnson seconded. Motion passed.

The December 2014 Prepays and the October General Fund Deposits were approved. Johnson moved approval and Hoffman seconded. Motion passed.

Johnson moved and Hurley seconded the motion to approve the December 2014 Trust Fund Bills and the November 2014 Trust Fund Deposits. Motion passed.

Committee Reports: There were none at this time.

Federated Library Report: There was no report at this time.

Old Business:

Budget: The budget has had no changes at this time.

Friends Update: The Friends group will be hosting a coffee maker in the Library. Patrons will need to go to the desk and purchase their coffee pod and cup and then make their cup of coffee.

One of the Board members commented on the pile of leaves on the Pine Street side of the Library that has been there for some time.

New Business:

Library Staffing: Carole Rybarczyk is retiring and Barb Lebak will be working full time.

Directors Report:

Monthly Report: The monthly report was reviewed by the Board. The reference numbers were down maybe due to the cold weather in November.

McCarthy told the Board that we have had three larger donations in the past week. The first was a \$20,000.00 anonymous donation, \$1000.00 from the Kara Foundation and another anonymous cash donation of \$500.00 from a patron to be used for the Library staff.

Smet discussed the need for something in the Library policy manual on naming rights when giving a large donation.

BPL in the news: The Board reviewed calendar items.

Public Communication to the Board: There was none.

Meeting was adjourned at 4:20 p.m. Smet moved and Hintz seconded. Motion passed.

Our next meeting will be on Tuesday, January 27<sup>th</sup> at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Peter Hintz,  
Aldermanic Representative