

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, May 19, 2015 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Scott Johnson, Peter Smet, Pat Hoffman, and Pat Hurley. Also present were Gayle Falk, and Linda Berndt. Excused were Ed Johnson and Mike Kelly.

Torhorst called the meeting to order at 4:00.

Election of Officers and Committee Appointments: Johnson moved and Hoffman seconded the motion to accept the slate of officers as presented with Penny Torhorst as President, Scott Johnson as Vice President and Pat Hoffman as Secretary. Motion passed. Torhorst then made the following committee appointments:

Building & Grounds - Chair: Hurley, S. Johnson

Personnel - Chair: Hoffman, Torhorst, Smet

Finance - Chair: Kelly, Smet

Minutes of the April 28th meeting were approved. Johnson moved approval, Hurley seconded. Motion passed.

The May 2015 General Fund Bills, Prepaids, and Reimbursements, and April General Deposits, were discussed and approved. Hoffman moved approval and Smet seconded. Motion passed.

Smet moved and Hoffman seconded the motion to approve the April 2015 Trust Deposits, and May 2015 Trust Fund Bills. Motion passed.

Committee Reports:

Hoffman handed out the Director Evaluation forms and also a handout of the goals and accomplishments of the library. She would like the Evaluation to be returned to her by Tuesday, June 16th so that she can prepare her letter by the June 23rd Library Board Meeting.

Falk handed out the 2014 overview and the Annual Report. The Board discussed the achievements of the different departments highlighted in the Report.

Federated Library Report: Falk reported that the Federated Library currently updating the Share logo.

Old Business: There was no old business.

New Business:

Goals and Progress: Gayle Falk handed out a list of the goals identified in 2014, and the progress the library has made. Falk invited the Board to consider and propose goals for 2015. She proposed the goals of securing the financial security for the library and increasing the Library's visibility and usage. The Board will discuss goals next month.

Referring overdue notices to the Police (update): The DPI has instructed libraries not to reveal information about overdue materials to the police or collection agencies. Even sending the police to a home to request return of overdue materials reveals that the person has used the library, which the DPI feels is breaking confidentiality. Currently the state legislature is considering how to amend and clarify a library's options to get materials back.

City Council discussion of library expansion/renovation/replacement: Falk distributed handouts from the City Committee of the Whole meeting May 5. The presentation covered the history of the library, the current needs, and possible future actions to meet the needs.

Monthly Report: The Board considered monthly statistics.

BPL in the news: The Board reviewed calendar items. There was also an article from the Standard Press about the Library presentation at the last Council meeting.

Falk handed out Joy's SRP flyer.

Public Communication to the Board: The Board reviewed a letter from Denise Wheaton telling of how much she appreciates the Library staff. There is also a Thank You from Vicki Biehn for the use of the display case during the month of April for Sexual Assault Awareness month.

Meeting was adjourned at 4:50 p.m. Johnson moved and Smet seconded. Motion passed.

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

Respectfully submitted,

Pat Hoffman
Secretary/Treasurer