

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, August 25, 2015 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Ed Johnson, Peter Smet, Pat Hoffman, Pat Hurley and Mike Kelly. Excused were Bridget Savaglia and Scott Johnson. Also present were Gayle Falk, and Linda Berndt.

Torhorst called the meeting to order at 4:00.

Tammy McCarthy demonstrated new help links to Overdrive on our library website. The links help in setting up Android or iPad Overdrive accounts.

Minutes of the July 14<sup>th</sup> meeting were approved. Kelly moved approval, Hurley seconded. Motion passed.

The August 2015 General Fund Bills, Prepaids, and Reimbursements, and July General Deposits, were discussed and approved. Hoffman moved approval and Kelly seconded. Motion passed.

Hurley moved and Kelly seconded the motion to approve the July 2015 Trust Deposits, and August 2015 Trust Fund Bills. Motion passed.

Federated Library System: We now have a 3D printer on loan from Lakeshores. The public can sign up for 1  $\frac{1}{2}$  hour sessions. They can go to a website to choose an item to print. When they come in for their appointment, a staff member gets everything set up and starts the print job.

Old Business: The Personnel Committee met at 3:00 today before the 4:00 Library Board meeting. The Personnel Committee recommends approval of the personnel portion of the 2016 Budget. Additionally, the committee asked Falk to develop a job description for upgrading a position to assume library public relations duties.

Finance Committee met at 3:30 today before the 4:00 Library Board meeting. Kelly said that the proposed budget held the line on expenses, while showing an increase in revenue from county funding. Again this year, we will be covering budget shortfall with our reserves. The Finance Committee would like to recommend the approval of the whole budget. Hoffman moved and Smet seconded the motion. Motion passed.

New Business: Falk has indicated that with the break-in at Rochester Library, she is getting a quote for surveillance equipment. She asked what the feelings were of the Board. She will get the estimate back and the Board will see if it is worth the price.

Director's Report: Because school is starting, we anticipate changes in the patterns of patron usage.

Meeting was adjourned at 4:45 p.m. Hurley moved and Smet seconded. Motion passed.

Our next meeting will be on Tuesday, September 22<sup>nd</sup> at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Pat Hoffman  
Secretary/Treasurer