

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, September 22, 2015 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Ed Johnson, Peter Smet, Pat Hoffman, Scott Johnson and Bridget Savaglia. Excused were Pat Hurley and Mike Kelly. Also present were Gayle Falk, and Linda Berndt.

Torhorst called the meeting to order at 4:00.

Minutes of the August 25th meeting were approved. Hoffman moved approval, Ed Johnson seconded. Motion passed.

The September 2015 General Fund Bills, Prepaids, and Reimbursements, and August General Deposits, were discussed and approved. Scott Johnson moved approval and Pat Hoffman seconded. Motion passed.

Hoffman moved and Scott Johnson seconded the motion to approve the August 2015 Trust Deposits, and September 2015 Trust Fund Bills. Motion passed.

Committee Reports:

Personnel Committee will report later in the meeting regarding the job descriptions.

Federated Library System:

Falk asked if anyone wants to attend the Trustee Dinner. Bridget Savaglia said that she has been appointed to the Lakeshore Library System Board. She is also attending the Trustee Dinner. Pat Hoffman, Penny Torhorst and Gayle Falk will be attending the Trustee Dinner.

Old Business: There was no Old Business at this time.

New Business:

Budget Update: Falk reported that there were no major changes as yet to the budget.

Falk discussed our responsibility for part of the unemployment compensation of a former employee who left us six months ago. Municipal entities do not pay unemployment insurance, and the rules governing who pays what are different than in private industry.

Consideration of adding position: The Board discussed adding an assistant director position, which would have major responsibilities for public relations and marketing the library message. The position would take one of our current employees and upgrade their job, so while the position is new, no employees would be added. The Personnel Committee would like to recommend that there should be an internal posting for the position which would include a pay enhancement with extra duties. Hoffman moved and Savaglia seconded the motion to post the assistant director position internally, and directed Falk to begin the promotion process. Motion passed.

BASD leaving Share: Falk had Smet report. Smet stated that the school system is switching away from our Consortium and to Follett Destiny. School librarians feel it is more school appropriate and also costs a small amount less than Share.

Falk reported that Kenosha County libraries are going to join the Share system. Kenosha has over 300,000 items that they will bring to our system. Falk said that this may affect our county reimbursement from Kenosha County, but it is too soon to project what it will mean financially.

Director's Report: Wifi usage continues to increase. We increased bandwidth last year and we have plenty of room to cover this increase.

We have been using a 3-D printer for the past few weeks from Lakeshores. We had a very good response and much interest in the printer.

We are now receiving a VHS to DVD converter. We are going to allow patrons to bring in their VHS home movies to convert to DVDs. A patron can come in and have a 2 hour slot for the conversion.

BPL in the News: There were several articles and many calendar items in the papers this month.

There were no Public Communications to the Board at this time.

Meeting was adjourned at 5:00 p.m. Ed Johnson moved and Scott Johnson seconded. Motion passed.

Our next meeting will be on Tuesday, October 27th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Pat Hoffman
Secretary/Treasurer