

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, January 26, 2016 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Peter Smet, Scott Johnson, and Bridget Savaglia. Excused was Ed Johnson, Mike Kelly, Pat Hoffman, and Pat Hurley. Also present were Gayle Falk, Tammy McCarthy, and Linda Berndt. Also present was High School representative Paige Taylor.

Torhorst called the meeting to order at 4:00.

Minutes of the December 15<sup>th</sup> meeting were approved. Scott Johnson moved approval, and Savaglia seconded. Motion passed.

The January 2016 General Fund Bills, Prepaids, and Reimbursements, and December General Deposits, were discussed and approved. Scott Johnson moved approval and Savaglia seconded. Motion passed.

Scott Johnson moved and Savaglia seconded the motion to approve the December 2015 Trust Deposits, and January 2016 Trust Fund Bills. Motion passed.

### Committee Reports:

There was no report at this time.

### Federated Library Report:

Falk reported that Lakeshores Library System has moved to a new location in Waterford.

### Old Business:

There was no Old Business at this time.

### New Business:

Year end budget wrap up: Falk passed out a handout showing final projected budget numbers, which show that we came in slightly under budget. The difference was due to hours worked being lower than projected. The Trust fund financial statement has been completed but has not been audited by the city accountant.

Annual report for Wisconsin Department of Public Instruction: The Annual report is due on March 1<sup>st</sup> and will be ready for the February meeting.

Portable Internet hot spots for check out: Falk informed the Board that we have received a \$2,000.00 donation from the Kara Foundation this year and would like to use the money toward hot spot access. Unlimited Internet access would cost \$38.00 a month. We would like to get 5 hotspots and have them available for check out, much like we lend Kindle readers now. The patron would sign an agreement to pay if

damage occurred. Bridget moved and Scott Johnson seconded the motion to use the Kara money and get 5 hotspots for one year. Motion passed.

Gale Classes and Workforce Development: Gayle passed out a handout which showed a partial list of classes that would be available. Racine and Walworth counties and Lakeshores would be funding the major part of the cost and the libraries would also pay a portion. With the new model we would be getting unlimited access to all classes. We don't know what the cost would be to us until we find out how many libraries are interested. Scott Johnson moved approval indicating our support, Smet seconded and the motion passed.

Book Sale dates for 2016: Scott Carson has expressed a need to have the book sale a week earlier in July. The book sale usually falls on the same weekend as the Racine County Fair and he has a hard time getting volunteer help because of that. Carson would like to move the book sale dates to July 21 - 23. The Board is seriously considering the change.

Directors Report:

Torhorst, Savaglia, and Falk were at Burlington High School for a meeting of the BASD Board with the City Council to discuss whether both parties wanted to explore the feasibility of a shared facility. The Library had already identified one of its goals for 2015-2016 was the investigation of a new facility, either stand alone or shared. We will be sending the City a letter indicating that we are interested in exploring the shared facility concept.

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

Public Communications to the Board: There were none at this time.

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

Our next meeting will be on Tuesday, February 23<sup>rd</sup> at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Pat Hoffman  
Secretary/Treasurer