

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, March 22, 2016 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Peter Smet, Scott Johnson, Pat Hoffman, and Pat Hurley. Excused were Ed Johnson, Mike Kelly, and Bridget Savaglia. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and Youth Services Director/Assistant Director Joy Schnupp. Also absent was High School representative Paige Taylor.

Torhorst called the meeting to order at 4:00.

Minutes of the February 23<sup>rd</sup> meeting were approved. Hoffman moved approval, and Scott Johnson seconded. Motion passed.

Smet moved and Kelly seconded the motion to approve the January 2016 Trust Deposits, and February 2016 Trust Fund Bills. Motion passed.

Joy talked about the Star Wars Program. She had a picture board of many kids in costume, doing crafts and playing games. She had great volunteers that dressed in costume and helped with the kids.

Joy found out that the Racine County Zoo is doing free outreach to Libraries and Schools. She has scheduled a program on Tuesday, March 29<sup>th</sup> during story time. They will be bringing a gecko, skunk, alligator and snake. There may be 50 - 60 kids at the program.

Joy and Gayle have talked about their wish list for a new building and adequate story time space is on it. The Kiwanis Art Show is in the teen space so the zoo program and story time will have to be in the middle by the bathrooms. Smet said that they may need to change the terminology to a Need List.

Joy is also getting ready for SRP. The children's theme this year is *Get Ready, Set, Read*. The adult theme is *Get Your Game On*.

Lakeshores is adding one more story wagon program to the summer schedule. Scott Johnson asked if we had any bilingual programs set. Although we are definitely open to the idea, there had been little interest when we had them in the past. We participate in the HOLA Spanish outreach group.

The March 2016 General Fund Bills, Prepaids, and Reimbursements, and February General Deposits, were discussed and approved. Hoffman moved approval and Scott Johnson seconded. Motion passed.

### Committee Reports:

There was no report at this time.

### Federated Library Report:

There was no report at this time.

### Old Business:

There was no Old Business at this time.

New Business:

Annual report: Falk handed out copies of the Annual Report. Falk reported that we may be re-evaluating the Reference Department. We may need some Children's Reference hours. It was also commented that we should add the Zinio and Overdrive circulation numbers to this report.

National Library Week Plans: Falk reported that the Program money of \$1,200.00 of book sale money that has been requested helps pay for the bookmarks and pens that we will be giving away during National Library Week, as well as programs for the children's department and adult department. National Library Week is the week of April 11<sup>th</sup>. We will have daily Chamber Certificate drawings as prizes for adults and children.

Star Wars Program: Joy Schnupp already reported on the program at the beginning of the meeting.

Use of Donated Funds: Falk reported that she wanted to use some of our donated money from an anonymous donor. She would like to use \$1,000.00 for Adult DVDs, \$600.00 for Juvenile Programming, \$400.00 for Adult Programming, \$1,000.00 for 2 more Unlimited Internet Hotspots, and \$500.00 for our share of Lakeshores' bill for Gale Courses. Lakeshores Library System and both Racine and Walworth Workforce Development Centers have invested in providing unlimited access to Gale courses. These online courses offer a wide range of topics and provide many work related skills, including software courses, speaking courses, and language and math courses. Smet moved to approve the use of the donated funds as presented. Hurley seconded the motion. Motion passed.

Smet moved and Hurley seconded the motion to approve the February 2016 Trust Deposits, and March 2016 Trust Fund Bills. Motion passed.

Directors Report:

Falk said that we received a Thank You from Connie Wilson from the Federated Women's Club. Barb Lebak did a St. Patrick's Day program for them.

We are participating in the Chamber Chair and Bench Auction. We have one bench here on display.

The Kiwanis Art Show is on display for a few weeks in the Teen Area of the Library.

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 4:45 p.m. Smet moved and Scott Johnson seconded. Motion passed.

Our next meeting will be on Tuesday, April 26<sup>th</sup> at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Edward Johnson  
Aldermanic Representative