

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, February 21, 2017 in the Burlington Public Library Meeting Room. Present were Pat Hoffman, Ed Johnson, Bridget Savaglia, Peter Smet, Ellen Blair, Mike Kelly, and Megan Barker. Excused was Lori Haas. Present were Peter and Leslie Scherrer of The Peter Scherrer Group. Also present were Director, Joe Davies, Administrative Assistant Linda Berndt and Automation System Administrator/Interim Director Tammy McCarthy.

Hoffman called the meeting to order at 4:31.

Savaglia moved and Johnson seconded the motion to reconvene into closed session to discuss the Joint Feasibility Study. Motion passed.

Johnson moved and Savaglia seconded the motion to reconvene into open session. Motion passed.

Minutes of the January 24, 2017 meeting were approved. Kelly moved approval, and Blair seconded. Motion passed.

The February 2017 General Fund Bills, Prepaids, Reimbursements, and January General Fund Deposits. The Consortium Fees which included support, Overdrive, Zinio, Gale Language, Gale On-line Classes and Ancestry online resources were noted. A used desk and file cabinet were purchased for the Director's office from a company that buys new or gently used office furniture. The office was also re-carpeted as it had never been replaced when the entire library was done several years ago. The staff will be looking at some used desks in the back room and children's office. Kelly moved approval and Savaglia seconded. Motion passed.

Johnson moved and Kelly seconded the motion to approve the February 2017 Trust Fund Bills, January 2017 Trust Fund Deposits. Motion passed.

Committee Reports: There were no reports at this time.

Federated Library Report: Bridget reported that she was not at the last meeting and the next meeting is next week.

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

New Business:

Annual Report for DPI: The Annual report was handed out and briefly discussed. Johnson moved and Blair seconded the motion to approve the Annual report as presented, and agrees with the statement that Lakeshores Library System did provide effective leadership and adequately met the needs of the library. Motion passed.

McCarthy reported the Book Sale Dates will be July 20 - 22, which is the weekend before Maxwell Street Days.

McCarthy had a handout showing the statistics of the Gale On-line Course activity for 2016. Anyone with a Library Card can take any of the online courses free of charge. They are mostly 6 week courses. Davies stated that it is really an amazing benefit. Smet thanked Tammy for the information.

Year end balances: McCarthy handed out the unaudited financial statements for 2016. Items in red show expected adjustment from the auditor. There may be other minor adjustments once the audit is completed but this occurs every year.

Hoffman said that we will hold off until the next meeting with the goals and events, raising visibility and capital campaign.

Hoffman encouraged the Board members to take a look at the furniture in the staff room upstairs and also the Children's office, to see how in need of replacement it is.

Directors Report: McCarthy stated that there didn't seem to be anything new with the numbers this month. Bridget said that she has contributed to the Overdrive numbers this month. She is listening to audiobooks to and from work on her hour long commute and loving it.

McCarthy reported on the City Employee Dinner at the Veterans Terrace. The dinner was good and there was a DJ. Everyone had a good time.

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

The March meeting date was discussed. Davies will be on vacation and would like to know if the date could be changed to Wednesday, March 22nd. Board members agreed on that date.

Meeting was adjourned at 5:35 p.m. Johnson moved, and seconded by Kelly. Motion passed.

Our next meeting will be on Wednesday, March 22nd at 4:30 p.m. in the basement meeting room at the Burlington Public Library.

Respectfully submitted,

Edward Johnson
Aldermanic Representative