

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, March 22, 2017 in the Burlington Public Library Meeting Room. Present were Pat Hoffman, Bridget Savaglia, Peter Smet, Lori Haas, Mike Kelly, and Megan Barker. Excused were Ed Johnson, and Ellen Blair. Also present were Director, Joe Davies, Administrative Assistant Linda Berndt and Automation System Administrator Tammy McCarthy.

Hoffman called the meeting to order at 4:32.

Minutes of the February 21, 2017 meeting were approved. Savaglia moved approval, and Haas seconded. Motion passed.

Smet moved and Haas seconded the motion to approve the March 2017 General Fund Bills, Prepays, Reimbursements, and February General Fund Deposits. Motion passed.

Smet moved and Haas seconded the motion to approve the March 2017 Trust Fund Bills, February 2017 Trust Fund Deposits. Motion passed.

Committee Reports: There were no reports at this time.

Federated Library Report: Savaglia attended the Lakeshores Library System Board meeting on Tuesday night. It looks as though Arrowhead (Rock County) will be joining the SHARE catalog, though they will remain a separate library system like Kenosha County. The Lakeshores board is still discussing the PatronLink database purchase with concern over privacy issues. Davies stated that databases like Reference USA already have substantial personal information available.

The presidential budget proposal to eliminate IMLS would cut of \$231 million to libraries. This would have approximately a \$2 million impact in Wisconsin, where it funds DPI consultant positions and LSTA grants, which would be a possible \$30,000 hit for Lakeshores. This would impact the circulating maker kits and 3-D printing that Lakeshores currently offers.

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

New Business:

Painting the Library Meeting Room: Davies spoke with Brian Wood about painting over paneling. Brian has painted a paneled room at City Hall and it turned out quite well. It should cost between \$200.00 and \$300.00 for the paint. The Board said to go ahead with the project.

Disposition of surplus furniture: Davies has made a list of items he feels can be discarded or donated. Burlington is having a Clean Sweep on April 29th and there are a few items that can be disposed of there. The Board agreed to have Davies remove items as appropriate.

Internet filtering and WiFi access (tentative): Our internet usage has been dropping mostly due to WiFi usage. Davies would like to lower the barrier to internet access by filtering the Internet. There could be a password given by the staff to allow less filtering. This would need a policy change and would require purchasing some software. We currently have parental approval for children under 18 years old. The board expressed general agreement with Davies, and asked him to research filtering programs and report back. Our current internet policies will need to be revisited before any changes are implemented.

Digital signature pads/registration cards (tentative): Lakeshores has digital signature pads which would keep all registration information on the computer and would enable us to get rid of application cards. The Board agreed it would be a great idea. After the system is in place the application cards will be shredded.

Directors Report: The Monthly Report shows that Overdrive, Hotspots, & Zinio numbers are all up.

Updates to library collections and shelving: The staff has been shifting in the Adult Nonfiction area. They have adjusted the shelving units from 5 to 6 shelves to match the Fiction area. This has cleared up a good amount of room to be used by expanding the DVD, Audiobook, and Large Print areas. Davies has been busy removing VHS and Cassette tapes and purchasing replacement DVDs. Davies has been weeding the collection creating a good amount of space.

Newspaper reports: There were two articles introducing and welcoming Davies as the new Library Director. There is also one coming in the near future through WLA. Barker also suggested that the High School radio station is always looking for people to interview.

Music Matters grant: We have received 3 Grants this past week. Music Matters donated \$400.00 for us to invite Fox & Branch to come and do a program. Runzheimer gave us \$500.00 to be used for the Summer Reading Program. The Racine County Farm Bureau, Women's Group gave us \$300.00 to be used on an agriculture/nutrition related program. We are excited and happy to receive these three grants.

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

Meeting was adjourned at 5:20 p.m. Smet moved, and Haas seconded. Motion passed.

Our next meeting will be on Wednesday, April 25th at 4:30 p.m. in the basement meeting room at the Burlington Public Library.

Respectfully submitted,

Edward Johnson
Aldermanic Representative