



Burlington Public Library

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www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, May 22, 2018 at 6:30 p.m. in the Burlington Public Library Downstairs Meeting Room.

Present: Smet, Barker, Bahr,
Savaglia, Preusker, Chaffee,
Eterno (student)

Absent: Debbink, Buse
Wheeler-Rigazzi (student)

Also present: Davies, McCarthy

- Savaglia called the meeting to order at 6:30 pm.
- Election of Officers – Preusker nominated Savaglia for President, Smet seconded. Motion passed. Preusker nominated Smet for Vice-President, Smet seconded. Motion passed. Preusker nominated Barker for Secretary, Smet seconded. Motion passed.
- Public Communication to the Board - None
- Minutes of the April 24, 2018 meeting, Smet moved approval, Barker seconded. Motion passed.
- Smet moved and Preusker seconded the motion to approve the May General Fund Bills, Prepaids, Reimbursements, General Fund Deposits. Motion passed. Smet moved and Bahr seconded a motion to approve the May Trust Fund Bills and Trust Fund Deposits. Motion passed.

Trustee Essentials Training: Public Library System Redesign

PLSR Background information sheet was included in board packet outlining the 3 year study of Wisconsin Libraries. It was noted there was only input from Librarians, not citizens. There are 16 Library Systems in Wisconsin and the needs vary because of library size and resources. Davies will be attending the next meeting in Steven's Point. The Steering Committee will write a final report with recommendations to the DPI hopefully this fall. There could be changes to Chapter 43 law.

Possible changes might be:

- Creating one Library System for the entire state
- Creating larger library systems (there are currently 16 in the state)
- Going to one ILS, there are currently 5 now
- Changes to delivery
- System support changes (what services each library system provides to its libraries)

Preusker asked if there was a website where the public could add input. That site is plsr.info

Committee Reports – will be discussed later in the agenda.

Federated Library Report – Savaglia was unable to attend. Davies reported on discussions of the Lakeshores Advisory Committee. The committee would like to hire a full-time PR person however there is no money in the budget this year, each library would have to put extra money in. It may cost too much for the smaller libraries.

Barker asked about hiring students for specific tasks. Discussion will be ongoing at upcoming LAC meetings. Davies will keep the board informed of any developments.

Director's Report

- The monthly statistics show library visits up by 1,000. Davies suggested that the rainy weather in April may have inspired more patrons to visit the library.
- Davies shared a summary of National Library Week comments by patrons, all very positive.
- Davies hoped to have a landscape plan to show the board this month. Brian Wood is working with DPW to update the library courtyard. They will be taking out the Ash tree in the center along with an overgrown blue spruce shrub and replacing the benches. Davies hopes to have a plan and costs to share next month.

Unfinished Business

Internet Filtering – At a previous library board meeting a question about what we are filtering was discussed. Davies wanted to follow up on that discussion by providing a list of possible blocked sites and what type of filtering the library is using now. Discussion followed about legal ramifications and CIPA (Child Internet Protection Act) requirements. The goal of filtering was to open access to everyone while remaining compliant with the law. We have had no problems reported since internet filtering began earlier this year.

New Business

- Library Code of Conduct – Davies shared copies of the current policy. Discussion on item 5 in Prohibited Behavior was discussed. Davies will re-write the paragraph removing the word odor and add wording to cover more incidents involving items with an odor. Item 7 discussion about cell phone use followed with no changes to the policy. A short discussion about what happens to unattended children. Davies said that per policy, we try to contact parents first, if we are not able to reach them, we would call the police.
- Bahr inquired about the status of Fine-Free Children's Materials. Davies reported the schedule for billing for lost items is 35 days. The Fine-Free policy is in effect now. Old overdue fines were cleared for children's and young adult items. Davies has news releases set to go and will be part of the Summer Reading Program Kick-off starting in June. Smet asked Davies to send the news release to the school district for release before the end of the school year, this will reach all parents in the district. Preusker requested Davies share the news release with all parochial schools too.
- Adjourn into closed session. At 7:42 p.m., Smet moved to go into closed session to discuss the Library Director Performance evaluation. A roll call vote was completed, all ayes.
- A motion to exit closed session at 8:16 was made by Smet, seconded by Barker.
- Smet made a motion, seconded by Barker, to approve Davies's performance evaluation as compiled by Savaglia on behalf of the Personnel Committee. Motion approved at 8:17 p.m.

Motion to adjourn the meeting was made by Preusker, seconded by Smet, meeting adjourned at 8:18 p.m. Our next meeting will be on Tuesday, June 26 at 6:30 p.m. in the upstairs meeting room at the Burlington Public Library.

Respectfully submitted,

Tom Preusker
Aldermanic Representative