

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, February 15, 2011 in the Burlington Public Library Meeting Room. Present were Yvonne Braunschweig, Steve Rauch, Pat Hoffman, and high school representative, Nicole Durand. Excused were Penny Torhorst, Pat Hurley, Dianne Boyle, Kay Pockat, Scott Johnson, Mike Kelly, and high school representative Evelyn Dillman. Also present was Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Braunschweig called the meeting to order at 4:12.

Minutes of the January 25, 2011 meeting were approved. Hoffman moved, and Rauch seconded. Motion passed.

The February 2011 General Fund Bills, Prepaids, Reimbursements and January 2011 General Fund Deposits were discussed and approved. Hoffman moved approval and Rauch seconded. Motion passed.

Hoffman moved and Rauch seconded the motion to approve the February Trust Fund Bills and the January Trust Fund Deposits. Motion passed.

Committee Reports: There were none at this time.

Federated Library Report: There was no report at this time.

Old Business:

Friends: The Friends are getting ready to send out their fundraising letter.

New Business:

Annual Report: The Annual report was presented and discussed. The report is due on March 1. The City's audit begins the week of February 21, and City Treasurer Steve DeQuaker will ask the auditors to reconcile the library's finances first. If the auditors make any adjustments, Falk will include them in the annual report to be submitted and bring any alterations back to the Board. Hoffman moved and Rauch seconded the motion to adopt the Annual Report as presented. Motion passed.

Violation of Code of Conduct: Falk reported that she is still working with one patron.

Expanding Library service to patrons without standard ID: Falk reported that currently we have Love, Inc. send a letter vouching for people living at the Transitional Living Center. At this time there is no consensus

from other libraries. Falk will be attending a Lakeshores Director's meeting in early March and she would like to see Lakeshores address the problem. Falk suggested that the other option would be to have the Literacy Council send a letter and vouch for the patron. It was decided to await the outcome of the Lakeshores meeting.

Directors Report: The internet numbers are slightly down this month. It was decided that we need more internet stations soon.

BPL in the news: The Eleanor Roosevelt program was well attended.

Public Communication to the Board: There was nothing at this time.

Meeting was adjourned at 4:30 PM. Hoffman moved and Rauch seconded. Motion passed.

Our next meeting will be on Tuesday, March 22<sup>nd</sup> at 4:00 PM in the Burlington Public Library meeting room.

Respectfully submitted,

Yvonne Braunschweig  
Secretary