

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, September 27, 2011 in the Burlington Public Library Meeting Room. Present were Steve Rauch, Pat Hoffman, Pat Hurley, Kay Pockat, Mike Kelly, Dr. David Moyer, Scott Johnson, and Dianne Boyle. Excused was Penny Torhorst. Also present were Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Johnson called the meeting to order at 4:04.

Minutes of the August 23, 2011 meeting were approved. Hoffman moved, and Pockat seconded. Motion passed.

The September 2011 General Fund Bills, Prepays, Reimbursements and August 2011 General Fund Deposits were discussed and approved. Kelly moved approval and Boyle seconded. Motion passed.

Kelly moved and Hurley seconded the motion to approve the September Trust Fund Bills and the August Trust Fund Deposits. Motion passed.

Committee Reports: Falk reported that we will need to schedule our Personnel and Finance Committees to review the library's budget before the next Library Board meeting. After discussion, the Personnel Committee meeting was scheduled for Monday, October 24th at 5:00 at the Library. The Finance Committee will meet on Tuesday, October 25th at 3:45 before the Board Meeting.

Federated Library Report: Falk reported that the Lakeshores Libraries are still investigating the results of the Wing Spread conference, including the possibilities of more centralized cataloging.

Old Business:

Computer Project: We now have 12 internet computers up and running for public use. Patrons can log themselves on to the Internet using their library cards.

Budget Update: We are still waiting for city input on the budget. We should have information before the next meeting.

New Business:

Changes in the Internet: Now that patrons are logging themselves on to the Internet, Falk wanted to go through our procedures with the Board.

Since we have automated the Internet use, we have networked patron printing to a printer at the front desk. We are now charging 10 cents per page for printing.

We now have the ability to have juveniles log themselves in. Parents can decide to give permission each time the child uses the Internet, or they can allow the child to use the Internet until they rescind their permission. Hoffman moved and Hurley seconded the motion to accept the recommendations of changes that has been presented by Falk at this time. Motion passed.

Employee Grievance Procedure: As part of Act 10, all public employees must have a grievance procedure. The City has instituted a new grievance procedure that has been drafted with help from the City Attorney, and provided the Library with a version of the grievance procedure that recognizes the Library Board as the governing body for library employees. Moyer moved and Kelly seconded the motion to adopt the new grievance procedures as presented. Motion passed.

Directors Report:

Monthly Report: The Internet numbers are down a little bit due to down time caused by the installation of the new computers. The circ numbers are up this month.

BPL in the news: There were several items in the newspapers this past month. We are having a program this month with Dr. Webley on how to handle stress.

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

Meeting was adjourned at 4:35 PM. Hoffman moved and Hurley seconded. Motion passed.

Our next meeting will be on Tuesday, October 25th at 4:00 PM in the Burlington Public Library meeting room.

Respectfully submitted,

Steve Rauch,
Aldermanic Representative