

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, January 24, 2012 in the Burlington Public Meeting Room. Present were Penny Torhorst, Steve Rauch, Pat Hurley, Pat Hoffman, Dr. David Moyer, Kay Pockat, Dianne Boyle, and Mike Kelly. Excused was Scott Johnson. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and high school representative Miranda Meyers.

Torhorst called the meeting to order at 4:00.

Minutes of the December 20, 2011 meeting were approved. Hurley moved, and Rauch seconded. Motion passed.

The Late December 2011 General Fund Bills, Prepaids, Reimbursements, January 2012 General Fund Bills, Prepaids, Reimbursements, and December 2011 General Fund Deposits were discussed and approved. Kelly moved approval and Hoffman seconded. Motion passed.

Kelly moved and Hoffman seconded the motion to approve the January 2012 Trust Fund Bills and the December 2011 Trust Fund Deposits. Motion passed.

### Committee Reports:

Personnel Committee: Pat Hoffman will discuss the director's evaluation in closed session, later in the meeting.

Federated Library Report: No report at this time.

### Old Business:

Dr. Moyer asked if the library had received comments about being closed an additional two days at Christmas for carpet installation. Falk said all comments were supportive of getting new carpeting.

### New Business:

Patron Internet Access: Falk is on a newly formed LLS committee trying to standardize libraries' Internet access policies.

Hygiene issues for library: Falk reported that we worked with the health department to learn how to handle suspected cases of bed bugs affecting returned materials.

Partnership for computer classes: The Racine Literacy Council would like to partner with the library to offer basic computer classes for English and Spanish speaking individuals.

Winter Programming: Upcoming adult programs include women's heart health and couponing. The children's department will continue our popular therapy dog program, which has children reading to therapy dogs.

Falk discussed the partnership with the Plaza Theater for film and book discussions. Although the theater has scheduled movie/discussions and distributed publicity, the library did not participate in any of the planning. After discussion, the board decided we should not partner with the theater at this time. If in the future the program could be jointly planned and presented, the Board would be open to again participating.

Children's grant: Joy had written a grant to complement the summer program theme of "Dream Big". The grant would bring Tony Romo to the library for a program. Hoffman moved and Hurley seconded the motion to submit the grant at this time. Motion passed.

Directors Report:

Monthly Report: Despite the holiday/carpet installation closing, circulation figures are up for 2011. The walk in count is down slightly.

BPL in the news: There were several calendar events in the newspaper this past month.

Public Communication to the Board: There were several thank you notes from the staff. Additionally, the Wisconsin Department of Public Instruction sent a copy of Falk's Public Librarian Certification renewal to the Board.

Falk showed the Board two framed pictures donated by patrons in the past month.

Falk handed out a sheet that explained the many accomplishments that the library has had this year.

At 4:40 p.m. Hoffman moved and Rauch seconded the motion to adjourn into executive session. Motion passed. Falk, Berndt, and Meyers left at this time.

Dr. Moyer moved to reconvene into open session to take action on Falk's evaluation. Rauch seconded the motion and the motion passed. There was discussion on Falk's evaluation. Dr. Moyer moved to approve Falk's evaluation, and Rauch seconded the motion. Motion passed.

Meeting was adjourned at 4:55 p.m. Dr. Moyer moved and Torhorst seconded. Motion passed.

Our next meeting will be on Tuesday, February 28<sup>th</sup> at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Steve Rauch  
Aldermanic Representative