

**GREENDALE PUBLIC LIBRARY
BOARD OF TRUSTEES**

MINUTES

DATE: October 8, 2014

Present: Cooley, Jensen, Lubing, Mares, Tharp.
Also Present: Gary Warren Niebuhr, Library Director

President Mares called the meeting of the Greendale Public Library Board of Trustees to order at 5:07 p.m. in the Community Meeting Room of the Community Learning Center.

Library Director Niebuhr stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

MINUTES

Trustee Cooley moved, Trustee Jensen seconded approval of the minutes for September 10, 2014.

Present: Cooley, Jensen, Lubing, Mares, Tharp.
Noes: None.

VOUCHERS

Trustee Lubing moved, Trustee Cooley seconded approval of the vouchers for September, 2014, in the amount of \$11,811.06.

Present: Cooley, Jensen, Lubing, Mares, Tharp.
Noes: None.

REVENUES

The revenues were noted.

CLERK TREASURER'S REPORT

The Clerk Treasurer's Report was noted. The Director and Trustee Maierle met to discuss additional revisions to the budget reports with the Clerk Treasurer.

CITIZEN'S COMMENTS

None.

UNFINISHED BUSINESS

The Director reported that the next meeting of the CLCAC will be held on October 20th. The Director has issued a Call for Revision of the Community Learning Center Report, June 12, 2012. This document uses the language of the original document to 1) list the accomplishments of the CLC; 2) List two things which will not be done by choice; 3) a list of remaining issues that need to be discussed, reviewed and set into a plan with

responsibilities. This document is being reviewed by the CLCAC and they are taking a survey of their members to prioritize the issues raised in the Call for Revision.

The Planned Use for Unrestricted Funds report was discussed. Trustee Maierle and the Director met to discuss the process for the creation of the reports and the data available in them.

The Director reported on the issue of negative signage in the CLC as raised at the last meeting. The Director reviewed signage in the youth area with the staff and recommended no changes. Trustee Tharp reported on the upcoming P.R.I.D.E. training the Library staff will receive from John Weiss, Principle of the Middle School, on October 22nd. A discussion was held on the expectations for behaviors in the building and signage. The Director will review all signage in the building.

A discussion was held on the reason for keys for the upper level restrooms and a lack of security regarding the lower level restrooms.

NEW BUSINESS

None.

CORRESPONDENCE

None.

PRESIDENT'S REPORT

None.

DIRECTOR'S REPORT

As presented. The Director noted that the circulation of traditional library materials is up. He discussed how non-traditional library material circulation (e-books, e-audio, etc.) needs to be counted and noted as well.

GREENDALE PUBLIC LIBRARY FOUNDATION, INC., MONTHLY REPORT

The Foundation now has a full board of directors. The Foundation does not have a major fund raiser scheduled. The Director will contact them to schedule a joint meeting in November.

CALENDAR

None.

DISCUSSION

The Director requested that the regular meeting day and time for November be changed. After a discussion the Board agreed to meet on Tuesday, November 18th at 5:00 p.m.

ADJOURNMENT

The meeting adjourned at 5:50 p.m.

Respectfully submitted,

Gary Warren Niebuhr
Library Director

Jan.: Library Director Review & Review of Library Board Policies; Feb.: Open; March: Annual Report; April: Open; May: Open; June: General Budget Review & Director Mid-Year Review & Elections; July: Open; Aug.: Third Budget Review; Sept.: Third Quarter Review of the Library Director; Budget to Village Manager; Oct.: Budget to Village Board; Nov.: Joint Meeting with Foundation Board officers; Dec.: Review of Library Plan;