

**GREENDALE PUBLIC LIBRARY
BOARD OF TRUSTEES**

MINUTES

DATE: April 10, 2013

Present: Cooley, Genz, Hegge, Lubing, Mares, Taylor.
Also Present: Gary Warren Niebuhr, Library Director

President Mares called the meeting of the Greendale Public Library Board of Trustees to order at 5:00 p.m. in the Courtroom of the Greendale Safety Center.

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

MINUTES

Trustee Taylor moved, Trustee Hegge seconded approval of the March 20, 2013, minutes.

Ayes: Cooley, Genz, Hegge, Lubing, Mares, Taylor.
Noes: None.

VOUCHERS

Trustee Lubing moved, Trustee Taylor seconded approval of the vouchers for March, 2013, in the amount of \$6,795.99.

Trustee Genz requested information on gift expenditures. The Director noted that gift expenditures were going to be covered under new business later in the agenda.

Ayes: Cooley, Genz, Hegge, Lubing, Mares, Taylor.
Noes: None.

REVENUES

The revenues were noted.

CLERK TREASURER'S REPORT

None received. The Director noted that MiViewPoint will allow him to see the budget but he needs training on how to print it for the Board.

CITIZEN'S COMMENTS

None.

UNFINISHED BUSINESS

The Director reported on progress achieved in the Community Learning Center.

President Mares reported that she will be contacting Trustee Tharp to remind him to appoint two representatives to the CLC Advisory Board. President Mares requested Trustee Genz to remind President Hermes.

Trustee Lubing moved, Trustee Cooley seconded, a motion to adopt the revised Continuing Education policy as presented.

Ayes: Cooley, Genz, Hegge, Lubing, Mares, Taylor.
Noes: None.

NEW BUSINESS

The Director presented a report on the use of unrestricted and funds including the balances in all the accounts.

Trustee Lubing moved, Trustee Hegge seconded, a motion that the Library Board accept the \$90,000 seven year loan for Capital Improvements from the Village Board and deposit it in the Library Equipment Reserve; use this fund to pay the \$50,000 CLC building fee to the Village; budget seven years of payments to the Village at \$12,857 per year for a total of \$90,000; and purchase the following furniture and equipment for the Library:

- \$60,000 RFID
- \$3,000 for three new computers
- \$5,500 for workroom counter
- \$3,000 for ten new chairs for the front counter and new workroom counter
- \$5,000 for new tables for the community meeting room

In an advisory discussion, the Library Board requested a report from the Director regarding new adult and youth furniture for the Library to be paid for with funds in the Maxie B. and Andrew Boszhardt Funds.

CORRESPONDENCE

None.

PRESIDENT'S REPORT

None.

DIRECTOR'S REPORT

As presented. The Director advised the Board that President Mares had appointed a Personal Committee that includes herself and Trustee Lubing. The first order of business will be a meeting with the Village Manager to discuss personnel issues and concerns.

GREENDALE PUBLIC LIBRARY FOUNDATION, INC., MONTHLY REPORT

The Director noted that he will be reviewed the gift account funds with the Foundation at its next meeting and will plan on doing a focus group with them.

CALENDAR

The Library Board meeting on May 8th will begin with a one hour focus group with the business portion of the meeting to begin at 6:00 p.m.

DISCUSSION

None.

Trustee Taylor moved, Trustee Genz seconded, a motion to convene into closed session pursuant to Section 19.85(1)(C) of the Wisconsin Statutes for the purposes of “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility”. The Library Board reserves the right to return to open session to act on matters discussed.

Ayes: Genz, Lubing, Mares, Taylor. .

Noes: None.

ADJOURNMENT

The meeting adjourned at the end of the closed session.

Respectfully submitted,
Gary Warren Niebuhr
Library Director

April 10: Open; May 8: Open; June 12: General Budget Review & Director Mid-Year Review & Elections;
July 10: Open; Aug. 14: Third Budget Review; Sept. 11: Third Quarter Review of the Library Director;
Budget to Village Manager; Oct. 9: Budget to Village Board; Nov. 13: Joint Meeting with Foundation Board
officers; Dec. 11: Review of Library Plan; Jan. 8: Library Director Review & Review of Library Board
Policies; Feb. 12: Open; March 12: Annual Report;