

GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES

Regular Meeting

18 August 2009

1. Call to Order & Roll Call-7:05 PM

Trustees Present: Marlow, Mays-Browne, Spencer, Bell
Peters arrived 7:11 PM, Trustee Dixon arrived 7:25 PM
Trustee Uza absent

2. Recognition of visitors

Katrina Harris – Assistant Director/Information Services Manager
Chris Wager-Glenwood Resident/Library Staff

3. Approval/adjustment of agenda

MOVE TO ACCEPT AGENDA DATED 18 August 2009 WITH CHANGES TO MOVE 9B AND 10B TO EXECUTIVE SESSION.

Motion: Trustee Mays-Browne Ayes: All
Second: Trustee Spencer Nays: None

4. Visitors comments on agenda items

None.

5. New Facility Update

To put wording on the outside of the building, a quote was given of about \$6300 and the electrical would be about \$3000. This request has been submitted to Representative David Miller.

6. Consent Agenda (action for all)

- A. Approval of Minutes: 16 June 2009
 - Director Parker will make changes to the July minutes as discussed.
- B. Treasurer's Report
- C. Bills Claimed List
- D. Construction Project Invoices
 - Final waiver has not been received from Maggio.

MOVE TO ACCEPT THE CONSENT AGENDA WITH CHANGES TO MINUTES AS DISCUSSED.

Motion: Trustee Mays-Browne Ayes: All
Second: Trustee Peters Nays: None

7. **Directors Report**

- Director Parker recommended evaluating the interior of the building annually. The money to make repairs to the building will come out of the remaining capital project funds. Trustees agreed to an annual evaluation.
- After the building was completed, Director Parker requested a capital improvement plan from BCA. A capital improvement plan lists the life span of all the equipment and building materials (hvac, water heaters, roof etc) used in the facility. Having this plan will help determine and save for necessary maintenance, repairs and replacement in the future. Providing a capital improvement plan is part of the FY 2010 Per Capita Grant.
- The Budget Appropriation Ordinance hearing is scheduled for the September board meeting at 6:45 PM.
- Director Parker recommended paying higher rate of 10.65 for the IMRF.
- A board member is needed to volunteer for the Lynwood Festival at the Liberty Park on Saturday August 22, 2009
- Ho-Chunk sports want to put a sign on the property. A straw vote was taken -2 trustees voted yes. 4 trustees voted no.
- The Robbins library may closed due to lack of funding.

8. **Communications**

None

9. **New Business**

A. Local Legislators/library office hours (ACTION)

MOVE TO APPROVE LOCAL LEGISLATORS GREETING PATRONS IN THE LIBRARY, WITH SCHEDULE TO BE COORDIANATED WITH LIBRARY DIRECTOR

Motion: Trustee Dixon Ayes: All
Second: Trustee Spencer Nays: None

AMENDED MOVE TO APPROVE LOCAL LEGISLATORS GREETING PATRONS IN THE LIBRARY, WITH SCHEDULE TO BE COORDIANATED WITH LIBRARY DIRECTOR, WITHOUT ANY POLITICAL AGENDAS OR MEETING FOR LEGISLATIVE.

Motion: Trustee Dixon Ayes: All
Second: Trustee Spencer Nays: None

10. **Old Business**

A. Circulation Supervisor/Person in charge job description

- Director Parker, Assistant Director Katrina Harris and Circulation Manger Sheila Adams are still working on the training component of this potential position.

B. Glenwood-Lynwood Strategic Plan Draft FY2009-2012 (DISCUSSION)

