

**Library Board Meeting  
Wednesday, June 26, 2013  
7:00 a.m.  
Library Meeting Room**

**Open:**

**Guest and Public Comments:**

**Approval of Minutes:** May 22, 2013

**Treasurer's Report:**

- Approval of library bills

**Director's Report:**

- Resolution Approving Amendment to Dane County Standards for Public Libraries
- Official motion to pass that \$10,430 be moved from library fund into Capital Expenditures (.820) line item to pay for painting.
- Official motion to pass that \$4000 be moved from technology fund into Software/Technology (.432) line item to pay for Bibliotecha Maintenance fee.
- Building/NCI-Roberts update
- Staffing Update
- 2014 Budget update/ Budget calendar
- Programming

**Performance Appraisal Discussion**

**Adjourn to executive closed session** as allowed by WI State Statute 19.85(1)(c) to consider and discuss personnel matter(s).

**Reconvene to open session** for any action regarding closed session.



**Mount Horeb Public Library Board**  
**DRAFT Meeting Minutes**  
**Tuesday, June 26, 2013**  
**7:00 am**  
**105 Perimeter Road, Library Meeting Room**

**Present:** Wayne Anderson, Dave Boyden, Jessica Gunby, John Kuse, Ben Lizdas, Karla Ott, George Sievers, and Teri Vierima, as well as Library Director Jessica Williams

**Absent:** none

Anderson called the meeting to order at 7:00 am.

**Guest and Public Comments**

Paula Craft, who will join the Board on July 1, was present for the meeting.

**Approval of May 22 and 29, 2013, Minutes**

With a motion from Kuse, second from Ott, and unanimous approval of the Board, the minutes were approved.

**Treasurer's Report**

- Boyden reported that the library bills have been approved.

**Director's Report**

- A proposed amendment of the meeting room policy was scheduled for the next Board meeting.
- The resolution approving amendment to the Dane County Standards for Public Libraries to enable Fitchburg to extend the time period to meet the standards was scheduled for the next Board meeting.
- Williams said that the Village could install path lights. The Board agreed with that. The money will come from a \$500 grant from the Mt. Horeb utility.
- Williams reported on questions that had been raised by the Board regarding the NCI-Roberts projected capital expenditures.
- The Board discussed staff evaluations, and agreed that they should be kept at the library, rather than with the Village. Kuse said that the Personnel Committee would be addressing the policy and procedures with regard to evaluation of library staff, the retention of records, and security.
- With respect to the 2014 budget, Williams said that she had changed the budget to reflect a 5%, rather than a 15%, increase. She had also adjusted the capital budget to reflect the agreement with the Village regarding maintenance of the building. Kuse questioned whether the library should draw down its reserve. He suggested a reserve of about \$50,000. Sievers noted proposed legislation regarding joint shared/libraries. Williams agreed to follow up on this issue.
- Williams gave an update on the adult, child, and Friends of the Library programs.

**Budget Actions**

- Kuse moved, Ott seconded, and the Board unanimously approved the shift of \$10,430 from the library fund into the capital expenditures line item to pay for the library painting.
- Ott moved, Boyden seconded, and the Board unanimously approved the shift of \$4000 from the technology fund into the software/technology line item to pay for the Bibliotеча maintenance fee.

**Adjourn to Closed Executive Closed Session** as allowed by WI State Statute 19.85(1)(c) to consider and discuss personnel matters.

At 7:45 Ott moved, Kuse seconded, and the Board approved a motion to go into closed session to discuss the Library Director's performance appraisal.

**Reconvene to Open Session.**

No action was taken as a result of the closed session discussion.

After a motion by Kuse and second by Ott, the meeting was adjourned at 7:54 am.

Respectfully submitted,  
Teri Vierima, Secretary