

Library Board Minutes
Thursday, January 28, 2015
7:00 am

Present: Boyden, Bullette, Craft, Klein, Kuse, Ott and Director Williams

Absent: Sievers

Guest and Public Comments: None

Approval of Minutes: December 17, 2015 Motion by Boyden

Seconded by Bullette

Result of Vote-unanimously approved

Treasurer's Report:

□ Approval of library bills 40 entries this month, all approved

Village reports behind for end of 2015, Boyden provided written report on Endowment, believes aggressive growth model is not appropriate for the portfolio

2016 Budget Village has requested specific action for formally approving moving unused 2015 budget/wage funds to 2016

- Release 2015 designated amount of \$7,400 to be used in 2016 for:
 - \$4929 to wages
 - \$1,265 to health insurance
 - \$104 to dental
 - \$525 to retirement
 - \$577 to FICA
- Amend 2016 budget from \$323,401 for wages to \$324,450
- Discussion of capital improvements (walk-way & drive-way lighting, inside lighting)

Motion by Klein to release \$7,400 of 2015 Library budget funds to be used as follows in the 2016 budget: \$4929 to wages, \$1,265 to health insurance, \$104 to dental, \$525 to retirement and \$577 for FICA and amend 2016 budget to include the above adjustments to show an increase in the budget line for wages from \$323,401 to \$324,450

Seconded by Bullette

Result of Vote unanimously approved

Discussion of Capital Improvements – see Director's report, no money in capital improvement budget, have almost \$100,000 in Library Fund

Motion by Klein to transfer \$5,000 of Library Fund to building repairs line 820 in 2016 budget.

Second by Craft

Result of Vote-unanimous approval

Motion by Klein use up to \$5000 for additional lights and poles and upgrade existing lights to LED lights in parking lot and walkway.

Seconded by Craft

Result of Vote-unanimous approval

Reading room lights-ballasts are bad, proposal is to completely replace fixtures, Including lights and ballasts, suggest getting pictures from other libraries of their reading room fixtures for ideas.

Director's Report-see attached report, Natural gas smell again outside, checked out in 2012, have had MG&E and General Heating check issue, may just need taller vent stack, backup is 2 rooftop units, do we have a CO2 tester?

Computer upgrades installed yesterday, print system not up yet, Mount Horeb and Middleton both had increase in uses, other libraries down

Review & Discuss

Unattended Children Policy revisions attached

Motion to update unattended children in the Library and children in the Library policies as attached by Bullette

Second by Craft

Result of Vote-unanimous approval

Meeting Room Policy-if meeting room is reserved by outside group and meeting spills over, discussion occurred, no action taken

Motion to update Acceptable Use Policy, with exception of removal of annual review, by Craft

Second by Bullette

Result of Vote-unanimous approval

Future Agenda items DPI report approval, community survey example from Belleville

Motion to adjourn made by at Bullette

Seconded by Craft

Result of Vote Unanimous approval