

Belleville Library Board Meeting

March 20, 2013

Call to Order: The meeting was called to order at 6:01 pm.

Present: Mary Gehin, Denise Mussehl, Heidi Clark, Jean Christensen, Bonnie Wilcox, Linda Schmitt

Absent:

Visitors Who Would Like to Speak Now:

Visitors Who Would Like to Speak on an Agenda Item:

Reading of Minutes from Last Meeting/Secretary's Report: The minutes from the February 20 and February 27, 2013 meetings were reviewed. Bonnie made a motion to accept the minutes; the motion was carried.

Treasurer's Report:

a. Payment of Bills

Members reviewed the Budget Comparison Report and bills paid January through March 2013. Denise made a motion to transfer \$31,427 from Village General Checking account 119546 to open a new certificate of deposit for 1 year at Union Bank and Trust for Future Library Needs as determined by the Belleville Library Board; Mary seconded the motion and the motion was carried. Linda made a motion to approve payment of the bills; Bonnie seconded and the motion was carried.

b. Audit Report

The Village of Belleville Balance Sheet (audit) dated December 31, 2012 was reviewed.

OLD BUSINESS

A. Building

A test of the elevator required to pass the annual inspection was not done last year; Jerry Butts is arranging to extend the date and get the test completed.

Snow and ice removal have been an issue this year; patrons have complained. Bronna contacted Jerry and April and removal was done well and quickly during the last snowstorm.

B. Beyond the Page

Gift Summary by Libraries as of 1/18/2013 was reviewed. Belleville still has \$8273 to raise to meet the \$10,000 goal by July 2014. Linda suggested that a Friends group would be an asset to money raising. Bronna suggested making a fund-raising push among Community organizations. Beyond the Page grants of \$500 are available in the fall; Bronna was thinking of pursuing teen and adult programming. April 15 is the grant intent deadline; Bronna will think more about what type of program to develop.

NEW BUSINESS

A. Staffing Needs

Bronna discussed current staffing needs as her duties change and increase. Deb and Sheri would be willing to take on some extra hours. Michele is helping with Storytime, crafts, etc. Bronna would like to offer 3 hours a day total for the Pages during Spring Break week. Bronna would like to increase staff hours by 10 hours a week.

B. Director's Job Description

C. Plans for Posting Director Position

REPORTS

A. Village Representative:

B. Director:

1. The Board discussed Rick Francois' request for funding of music in the Library park over the summer. Members suggested funding a certain number, perhaps holding it in the evening and having food sales for fund raising purposes. Board could offer up money for bands in June, July and August. Linda made a motion to fund three-week night concerts (\$900); Heidi seconded the motion and the motion was carried.
2. The book sale starts the first weekend in May.
3. Will hire new pages in May, so they may train during the summer with the current pages who will be leaving for college in the fall.

4. Overdrive update training will take place at Belleville Library on April 2 from 8-10 am. The library will open at 10 am.
5. Bronna may have the entire staff participate in a Webinar in regard to managing disruptive patrons.
6. Lakefest: Sept 1, 2013. Library will provide a performer, Storytime, and booth.
7. Delivery costs may increase or services may decrease over the next year.
8. Bronna discussed outreach activities, such as partnering with Kids Club to bring in a summer performer partnering again with the Belleville Area Cultural Foundation (as she did for the Shakespeare event), offering Senior Citizen demonstrations and meeting with the Kiwanis group.

Bonnie made a motion to adjourn to closed session per Wisconsin Statute 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governing board has jurisdiction or responsibility; Linda seconded and the Board adjourned to closed session at 6:35 pm.

Mary made a motion to reconvene to open session; Linda seconded the motion and the Board adjourned to open session at 7:52 pm.

Mary made a motion to accept Jean's retirement letter; Bonnie seconded and the motion was carried.

Board members discussed the process for hiring a new Director.

Adjournment:

Mary made a motion to adjourn; Denise seconded the motion. The motion was carried and the meeting was adjourned at 7:55 pm.