

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
June 12, 2012
7:00 a.m.

The meeting was called to order at 7:00 a.m. by Vice President Keogh. Attendance was taken.

Present: Joanne Ampe, Steve Coy, Mary Hartl, Kris Keogh, Xin Ruppel, Pat Saucerman, Russ Stauber, Ruth Voss, and Library Director Lori Belongia.

Absent: Don Schnitzler, Jean Swenson

Also present: Kathy Baker, Holly Wolfgram

Citizen's comments, correspondence and announcements: Belongia passed around the ODC annual report. One of our Library Pages is featured in the report.

Changes or additions to the agenda: None.

LB12-52 Minutes of the Regular Library Board meeting: Motion by Ruppel, second by Ampe, to approve the minutes of the Regular Library Board meeting of May 8, 2012. Keogh questioned if Duerr's name was listed correctly as an attendee rather than a member. Belongia reported that Voss is the appointed member and Duerr was here as a representative of McMillan township, but not a voting member. All ayes. Motion carried.

LB12-53 Director's Report: Motion by Coy, second by Ampe, to approve the May 2012 Director's Report. All ayes. Motion carried.

LB12-54 2nd May and 1st June Vendor Lists for approval: Motion by Ampe, second by Stauber to approve Vendor Lists. Keogh questioned a credit by Baker & Taylor, Belongia responded that it may have been for a book we didn't receive or returned. All ayes. Motion carried.

LB12-55 May 2012 Financial Control Report: Motion by Stauber, second by Coy, to receive and place on file the May 2012 Financial Control Report. Discussion by Coy regarding the appropriateness of approving this report considering the information is not up to date. Belongia stated the problem is the Library is currently unable to access the city's financial information so we must rely on reports posted by the city. Stauber suggested taking our inability to access the records to the city's Finance Committee. Saucerman said he was of the opinion that this was an item that was better suited as information and the Board should receive and place on file rather than approve. All ayes. Motion carried.

LB12-56 Business:
Policy #3.960, Safety Shoes and Clothing: Belongia stated the Library had no specific policy on this matter. The city has changed its policy and made it very detailed and specific. For Library purposes a more general policy was a better fit, so a new policy was developed.

LB12-57 Administrative Assistant job description: Viewed updated version of job description. No further discussion.

LB12-58 Consider and approve the proposed FOMPL sponsored fundraiser tentatively named Roast & Toast which would include alcoholic beverages: Motion by Saucerman, second by Coy to approve. Point raised by Coy as to whether the Board should be approving this or the L&CCP Fundraising committee should have approval rights. Belongia stated that it was being held in the Library and involved alcohol, so the Board needed to approve. All ayes. Motion carried.

LB12-59 Discuss and approve 2013 Budget Development Calendar: Motion by Stauber, second by Ampe to approve the Budget Development Calendar. All ayes. Motion carried.

Updates:

City Residency Policy: Belongia updated the Board on the new City residency policy. The Board did not feel that the Library's residency policy needed revision at this time.

Discussion of how USPS changes will affect Board: Wolfgram updated the Board on the effects of proposed changes. The USPS has petitioned Congress to be allowed to raise prices higher than the rate of inflation but action has not yet been taken. Postage rates are expected to increase. Overnight mail delivery for standard 1st class mail is expected to be discontinued within the next 18 months, and weekend delivery may be eliminated completely. This will affect Board packet mailings. There was discussion about possibilities, including hand delivery of all packets or switching to an electronic format. Stauber said the city's system of posting agenda and packets to a website worked very well. Belongia will be looking at options with the city as well as posting packets to our own website.

SCLS Interlibrary loan issues: There have been meetings involving SCLS shared ILS libraries attempting to limit the number of interlibrary loans non-ILS libraries are allowed to borrow. Belongia feels this is an ILL issue, not an ILS issue, however this is now being moved up for discussion with SCLS's Administrative Council. She has had difficulty with the committee involved being able to state exactly what the problems are.

LB12-60 Minutes of other organizations: Motion by Voss, second by Stauber to accept and place on file the minutes of the: April 17, 2012 Friends of the Marshfield Public Library Board; April 26, 2012 South Central Library System Board of Trustees; May 7, 2012 Library & Community Center Steering Committee; May 23, 2012 Library & Community Center Steering Committee Funding/Capital Campaign Subcommittee; May 25, 2012 Library & Community Center Communications & Marketing Subcommittee. All ayes. Motion carried.

Adjournment: Keogh adjourned the meeting at 7:59 a.m.

Respectfully submitted,

Mary Hartl
Secretary