

Irvin L. Young Memorial Library
Board of Trustees Regular Meeting
White Memorial Room
Monday, February 8, 2010, 6:30 pm

Present: Julie Caldwell, Laura Jacobs, Sharon Knight, Rose Mary Leaver (sec.), Donna Nosek, Patti Rohrs Absent: Jim Winship
Administrative Staff present: Stacey Lunsford, Sally Mason
Also attending: Patrick Wellnitz

1. President Nosek called the meeting to order at 6:35 p.m.
2. The consent agenda was approved. (Jacobs/Knight) Ayes: Caldwell, Nosek., Rohrs, Jacobs, Knight, Leaver. Noes: None.

Agenda Item 7 c) was moved up so that 1st Asst. Fire Chief Patrick Wellnitz could report on fire department training taking place at 4307/409 W. Center. He reported that the training on february 8 went extremely well and the members were very pleased about the realistic training conducted. They built on skills and gained experience that otherwise would be impossible without such a structure.

3. Receipt of circulation and service reports for January 2010 was acknowledged. (Jacobs/Rohrs) Ayes: Caldwell, Nosek., Knight, Rohrs, Jacobs, Leaver. Noes: None.
4. Receipt of the treasurer's report for January 2010 was acknowledged. (Caldwell/Jacobs) Ayes: Nosek., Knight, Rohrs, Jacobs, Caldwell, Leaver. Noes: None.
5. Citizen input regarding matters not on agenda: None.
6. OLD BUSINESS
 - a) Report on meeting with City Manager, Parks and Recreation Director, and Senior Coordinator re the possibility of a joint-use facility with Seniors in the Park: nothing definite about seniors in the Park, but the City of Whitewater, WUSD, UW-W, ILY Library, Downtown Whitewater, Inc., and the Whitewater Arts Alliance are forming an initial partnership to develop a Community Learning Center for children in grades 4 through 8, and the possibility of moving the program from a downtown storefront to the expanded and renovated public library, when that project is completed, will be considered as the plan develops.

7. NEW BUSINESS

- a) 2010 State Annual Report awaits some updated financial information before the March 1 filing date.
- b) Carryover funds: There are carryover funds from 2008 in the amount of \$32,942. It was the consensus of the board that that amount will be requested from the City, with \$22,205.15 to be deposited in the building fund and \$10,736.85 made over to the City in reimbursement of the cost of security gates installed in 2009. (Caldwell/Jacobs) Ayes: Nosek., Knight, Rohrs, Jacobs, Caldwell, Leaver. Noes: None.
- c) Addressed above.
- d) Purchase of computers for Gates Hardware Grant: Funds in the amount of \$4850 were designated for the match required by the Gates Hardware Grant. (Rohrs/Knight) Ayes: Caldwell, Jacobs, Nosek., Knight, Rohrs, Leaver. Noes: None.

8. Director's Report: The Jefferson County Library Council voted unanimously to conduct an operational audit of county library services, to include an examination of our current library system affiliation. It is the first time an audit such as this has been done for 30 years. Patty Sehnert accepted the position of Library Assistant and began training on February 8. She is a former employee of the Highsmith Company.
the Tax Refund Intercept Program (TRIP) netted \$1,465.13 on 22 accounts submitted through as of Wednesday, Feb. 3. Claims have been submitted through the M's which is \$29,329.64 worth of accounts.
Lunsford attended the SHARE meeting on Thursday, Feb. 4 in Horicon.
The library has contracted with the U.S. Census Bureau to be a Questionnaire Assistance Center and Be Counted site for the 2010 census. A census worker will be in the library in the White Memorial Room, Monday-Thursdays from 4:00 pm to 7:00 pm from March 15 through April 19 and on Saturdays from 10:00 am to 1:00 pm. The Be Counted site is a locked box with forms that people may fill out here, drop in the box, and a census worker will pick them up periodically.
9. Board member reports: None
10. Board member requests for future agenda items: Leaver reported that she will be unable to attend the March board meeting so a substitute secretary will be needed.
11. Confirmation of next meeting on March 8, 2010, 6:30 pm
12. Adjourned at 7:40 into Closed Session **TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." (Caldwell/Leaver) Ayes: Jacobs, Nosek., Rohrs, Jacobs, Knight, Caldwell, Leaver. Noes: None
Items to be Discussed: (1) Amendment to the library director's employment contract
Reconvened at 7:55 p.m. (Caldwell/Leaver) Ayes: Jacobs, Nosek., Rohrs, Jacobs, Knight, Caldwell, Leaver. Noes: None
13. The library director's employment contract was amended with the following language re vacation leave: "...until employee has reached the anniversary date that coincides with the City vacation policy at which Employee would normally be granted fourteen (14) days of vacation. After that time, Employee will accrue vacation in accordance with the City Vacation Policy." (Knight/Caldwell) Ayes: Jacobs, Nosek., Rohrs, Jacobs, Knight, Caldwell, Leaver. Noes: None.
14. Adjourned into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."
Items to be discussed: (1) Annual evaluation of the library director
(Leaver/Caldwell) Ayes: Jacobs, Nosek., Rohrs, Jacobs, Knight, Caldwell, Leaver. Noes: None