

**Irvin L. Young Memorial Library
Board of Trustees Regular Meeting
White Memorial Room
Monday, October 11, 2010, 6:30 pm**

Present: Julie Caldwell, Vicki Santacroce, Sharon Knight, Jim Winship, Donna Nosek, Laura Jacobs

Absent: Rose Mary Leaver

Administrative Staff present: Stacey Lunsford, Diane Jaroch

1. President Nosek called the meeting to order at 6:31 p.m.
2. The consent agenda was approved as presented. (MSC Winship/Knight) Ayes: Caldwell, Santacroce, Knight, Winship, Nosek, Jacobs. Noes: None.
3. The September 2010 circulation and service reports were acknowledged. Noted circulation increase especially in Publicity. (MSC Jacobs/Winship) Ayes: Caldwell, Santacroce, Knight, Winship, Nosek, Jacobs. Noes: None.
4. The treasurer's report for September 2010 was acknowledged. (MSC Santacroce/Jacobs) Ayes: Caldwell, Santacroce, Knight, Winship, Nosek, Jacobs. Noes: None.
5. Citizen input regarding matters not on agenda; no action at this meeting: None.
6. **OLD BUSINESS**

- a) FY 2011 budget. All city departments have been asked to keep their budgets at the 2010 level. Since costs are increasing, this necessitates some cuts to achieve that goal. The following measures will be taken to meet the budget goals:
 1. Move a Library Assistant job that has been funded 50% from the General Fund and 50% from the Special Revenue Fund entirely into the Special Revenue Fund.
 2. Move the telephone line item to the Special Revenue Fund.
 3. Reduce the number of hours we are open on Saturday to four and be open 9:00 – 1:00.
 4. Reduce the number of hours for the Summer Reading Program Aide from 600 to 500.

(MSC Winship/Jacobs) Roll Call Vote-Ayes: Caldwell, Santacroce, Knight, Winship, Nosek, Jacobs. Noes: None.

7. NEW BUSINESS

- a) Quotes for photocopiers discussion. Recommended to go with a 3 year lease and in the future be able to coordinate the contract with the city's lease to get a better deal. Motion was made to go with a 3 year lease, accepting the Office Copying Equipment Ltd. Proposal. (MSC Winship/Knight) Roll Call Vote-Ayes: Caldwell, Santacroce, Knight, Winship, Nosek, Jacobs. Noes: None.
- b) Change in holiday closings for December.
- c) Motion was made to approve the Internet User Policy as amended. (MSC Santacroce/Jacobs) Ayes: Caldwell, Santacroce, Knight, Winship, Nosek, Jacobs. Noes: None.

8. DIRECTOR'S REPORT

SUGGESTION BOX: None

DIRECTOR'S REPORT

- a) Lunsford attended two of the three scheduled demonstrations of different automated integrated library systems sponsored by Mid-Wisconsin and Lakeshores. She saw Koha and Evergreen, both open source products. She did not attend the one for Innovative. The staff is not happy with the Symphony product from SirsiDynix, which is why they are exploring alternatives. One of the main problems with Symphony and SirsiDynix is that, as proprietary software, we may ask for enhancements or changes to the software that would make it more productive and easier to use for us and they may or may not make those changes. Their current policy is that they look at all the requests made from all their customers each year and they choose the two that the most people want. Since the majority of their customers are corporate libraries, we rarely see changes that are of any use to us. With open source, if we want a change made, we can contract with someone to write the code to make it happen. Koha is going to be used by South Central Library System. They have contracted with LibLime for approximately 300 enhancements. Philosophically, Lunsford doesn't see any point in choosing another proprietary system for which we will have to pay top dollar (Innovative is the most expensive product we have seen) and going through all the frustration of learning a new system, teaching it to our staff, and the patrons to get the same sort of service. We either need to change our direction and go to open source or stick with the proprietary software that we already have and make the best of it. Lunsford will be attending the demonstration given by SirsiDynix on Tuesday, October 12, and is interested to hear their answers to their many concerns. There was one demonstration that had to be rescheduled for Polaris software that Lunsford will not be able to attend.
 - b) They have filled the vacancy left by the retirement of Gwynn Novak. The new employee, Jean Hallada, is currently working at Watertown Public Library. They had many well-qualified applicants and it was difficult to make a choice. Jean is currently working in the same job that she would hold here and she is working in a SHARE library so she is already trained on Symphony and the consortium policies and procedures, which made her the best choice. She will start on November 1.
 - c) Lunsford will be taking a leave of absence from October 14 until November 1 for surgery. She has been training Diane in various tasks so that she can take over those duties in her absence and during the time she is medically limited.
 - d) The staff workday was a great success. They trained two people in covering and mending books, they got many areas of the library shelf-read that had been neglected for some time, and staff was able to complete some work that they had been unable to make time for before. Lunsford would like to do this yearly, particularly for the opportunity to provide extra training.
9. Board members reports: NONE.
 10. Board member requests for future agenda items: NONE.
 11. The next regular board meeting will be held on November 8, 2010, at 6:30 pm
 13. The meeting was adjourned on a Caldwell/Winship motion at 7:03 p.m.