

Irvin L. Young Memorial Library

431 W Center St

Whitewater, WI 53190

Board of Trustees Regular Meeting

Monday, September 12, 2011

Minutes

1. The meeting was called to order at 6:34 PM.
Present: Donna Nosek, Jim Winship, Richard Helmick, Sharon Knight, Julie Caldwell
Absent: Rose Marie Lever, Vicki Santacroce
Administrative staff in attendance: Stacey Lunsford, Diane Jaroch
2. The consent agenda was approved as presented (MSC Winship/Knight) with a unanimous vote.
3. The August, 2011 circulation, service, and Mango statistics reports were acknowledged as presented.
4. The treasurer's report was accepted as printed.
5. There was no citizen input presented.
6. Old Business
Library Building Expansion Project
Discussion centered upon the need for additional data gathering and planning for expansion request.
 - Possibility of using UW-W student interns for data collection
 - Connie Myer, from Fort Atkinson, will attend our next Board meeting to discuss the planning process
 - Much of the needed information is currently available and can be gathered by library staff
 - Kevin Brunner, city manager, will be contacted to discover what available data the city has that will be useful
 - Stacey Lunsford will bring a report on available data to the board at its next, monthly meeting
 - Library activities need to be more visible at regular city council meetings; consensus was to address the council 1x/month
 - Communication with the council and the community at large is important
7. New Business

- a) Review and approval of Collection Development Policy. The policy was accepted as presented (MSC Winship/Caldwell) with a unanimous vote. A notice seeking materials for the Whitewater Room collection will be placed on the Whitewater Banner 1x/month.
- b) FY 2012 Budget – Discussion. The city manager has directed all departments to cut their budgets by a further 4%. Adding the new, employee contributions to pension and health care, the library budget needed to be reduced by \$7,900. Stacey Lunsford reported that she was able to achieve this through internal, staff adjustments and the 2012 funds given to the library by Jefferson and Walworth Counties.

8. Director's Report

The book sale by the Friends of the Library has earned over \$3,000.

9. Board member Reports – none.

10. Board member requests for future agenda items – none.

11. Confirmation of next board meeting on **October 17, 2011, 6:30 PM.**

12. The meeting was adjourned (MSC Winship/Caldwell) at 7:07 PM with a unanimous vote.

Respectfully submitted
Richard Helmick, interim secretary