

Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, May 9, 2011, 6:30 pm

Present: Donna Nosek, Vicki Santacroce, Sharon Knight, Jim Winship, Rose Mary Leaver, Julie Caldwell **Absent:** Laura Jacobs

Administrative Staff present: Stacey Lunsford, Diane Jaroch

Guest: Richard Helmick (new Board member begins July 1, 2011)

1. President Nosek called the meeting to order at 6:35 p.m.
2. Items A-C were approved in the consent agenda. (MSC Winship/Leaver) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell. Noes: None.
 - a) Approval of minutes of the April 11, 2011 regular meeting *
 - b) Acknowledgment of receipt of financial reports from city general and library special revenue funds for March 2011 *
 - c) Acknowledgement of receipt of financial report of special revenue fund receipts for April 2011*
 - d) The payment of invoices from city general, library special revenue funds and board of trustee funds for April 2011 was approved. (MSC Leaver/Knight) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell. Noes: None.
3. The April 2011 circulation, service and Mango statistic reports were acknowledged. (MSC Caldwell/Winship) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell. Noes: None.
4. The treasurer's report for April 2011 were acknowledged (MSC Winship/Leaver) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell. Noes: None.
5. Citizen input regarding matters not on agenda; no action at this meeting.
6. **OLD BUSINESS**
 - a) eBooks and eReaders ~ Discussed the lending of eReaders with preloaded books/content and licensing implications. After consulting experts throughout the state at a recent eBook Summit run by DPI, licensing is vague and open to interpretation, thus the library will continue to lend the eReaders with pre-loaded content following the procedure of purchasing 1 book copy for each device it goes on. Also, the Board discussed the topics addressed at the DPI eBook Summit that Santacroce attended. Topics included:
 1. Applying leverage to publishers and vendors for better pricing, licensing models and more reasonable copyright or DRM models around shared use and standards, including accessibility.
 2. Expanding access to e-books through larger collections and regional, state and national buying pools, while delivering local e-book use statistics to help library stakeholders see the value of collaboration.
 3. Finding cost effective ways for libraries to lend e-book devices or to let people try them out.

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.

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4. Determining whether public libraries should be required to make e-books available to all system residents on the same basis that they are provided to local residents, or if this current statutory requirement should be modified in some way.
 5. Improving the ways patrons can discover what e-books the library offers and how to actually get library e-books on their devices, including the need for technical support, training and public relations.
 - b) Library Building Expansion Project ~ Discussion of funding in tight budget times. We should develop a needs assessment and one page plan to take forward to the city so they know of our intentions and we get put on the radar. We also need to get the project plans updated and a cost analysis complete for the Library Board. Immediate building needs include more wiring, electrical outlets, tables/seating for laptop computer users, glass installed in Whitewater Room, retro fitting staff work area to make it more efficient, more useable, ergonomic and OSHA compliant. Stacey will have some figures for us next month.
- 7. NEW BUSINESS**
- a) 20th Anniversary Open House ~ Date is Friday, June 17. Shirley H. and Cathy Bloom pulled the time capsule from 20 years ago to tie into the day's event. White building "Free Library" sign is ready to put on the building. Richard has a video from the original dedication day. We will see if Alan can convert it to DVD and have it playing. Rose Mary Leaver and Donna Nosek will be on the Open House committee. The committee needs to set up a meeting.
 - b) Review and revision of the Inappropriate Behavior Policy ~ Discussed revising eating/drinking portion of policy, as well as the complaint procedure to include a complaint form process. Motion was made to approve the revised policy that was presented. (MSC Winship/Leaver) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell. Noes: None. Lunsford will bring an updated draft with said revisions to the next Board meeting.
 - c) The Board directed that the library make a purchase of an iPad 2 and case for staff use so they may further their skills and serve patrons better.

8. DIRECTOR'S REPORT
SUGGESTION BOX:

"Great idea with the coffee on Tuesday! I donated and plan to keep helping out! This is a nice change." –Jeff R.

A request to subscribe to Victoria magazine.

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DIRECTOR'S REPORT (as submitted by Stacey Lunsford)

- a) I am going to Iowa to see family in July. I will not be at the July board meeting. I will prepare the board packet and Diane will act in my stead.
 - b) The Culver's fundraiser was on Wednesday, April 13. We haven't yet gotten a figure of how much we raised.
 - c) Rebecca Lewis, our UW-W student, finished her practicum. She was a great help and a pleasure to work with.
 - d) I attended the Director's Council in Horicon on Thursday, April 14. We will no longer be contracting with OCLC for catalog records. We will be using SkyRiver, a newish company in the library catalog records field. Lakeshores had already switched to SkyRiver at the beginning of the year.
 - e) I met with Rep. Evan Wynn in Edgerton on Monday, April 18 along with several other library representatives. We discussed removing the language that would abolish "maintenance of effort" legislation for libraries. Since then, the Joint Finance Committee voted to leave the language in the budget bill.
 - f) I sent Spanish language library brochures and Mango handouts with Katherine Conover on Tuesday, April 19, for the Cinco de Mayo celebration in Starin Park.
 - g) We demonstrated Mango to six people on Mango Day, Wednesday, April 27. I also spent 1 ½ hours demonstrating it to three people from St. Patrick's Catholic Church on Tuesday, May 3. We discussed the possibility of having a program at the church to get people signed up for ESL on Mango. They will get back to me.
 - h) I was visited by Sue Hartwick, one of the Jefferson County Library Board members, on Thursday, April 28. We toured the library and I answered questions she had on funding, policies, and long-term planning.
 - i) We had four students clean up the library grounds on Make a Difference Day, Friday, April 29. I emailed them all a thank-you after they had left.
 - j) We had staff training on the photocopiers on Friday, April 29. We learned about many new special features that will allow us to do more design projects in-house rather than sending them to Heather Fischer at MWFLS.
9. Board member reports: None.
10. Board member requests for future agenda items: Library expansion and Anniversary celebration.
11. Confirmation of next meeting on June 13, 2011, 6:30 p.m.
12. The meeting was adjourned on a Knight/Winship motion at 8:00 p.m.

* Items denoted with asterisks will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Minutes submitted by Vicki Santacroce, Board of Trustees Secretary

Vicki Santacroce

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