

LIBRARY BOARD MINUTES
Cardinal Room
November 11, 2008

Board members present: Fulton, Kozich, Olson, Smith, Westbury
Board members absent: Bornhofen, Hilbert, Soeteber
Staff present: Westby

Call to Order

President Olson called the meeting to order at 5:00 p.m.

Minutes

Moved by Westbury, seconded by Fulton to approve the minutes of October 14, 2008, as prepared. Motion carried unanimously.

Approval of Monthly Operating Expenditures Report

Moved by Kozich, seconded by Westbury, to approve the Operating Expenditures Report. Motion carried unanimously.

Director Westby's Comments:

- Circulation numbers are steadily increasing. October 2008 showed a 4.5% increase over 2007.
- City budget has been filed and included the Library's two capital outlay requests (roof repair and space needs assessment) and partial funding for Decision Item #2 for supplementary staff hours for desk coverage. Public hearing is scheduled for December 2, 2008 at 7:45 p.m.
- County budget is still in progress. Kathleen Faulk's budget includes library at 92% funding. The proposed amendment is requesting full funding at 100%. Friends of the Library approved all but one of the program support requests.
- Friends of the Library event: Library Libations with a Silent Auction is scheduled for November 13, followed by a library author visit at 7:00 p.m. – Jessie Lee Kercheval.
- Free tax assistance will be offered by VITA on two Saturday mornings in the study rooms during the tax season.
- Mayor Sonnentag has appointed Wayne Otto to fill the library board vacancy left by Christine Viney.

Librarians' Reports

- Author visit by Michael Perry was a great event that required little publicity!
- Chair cushions in the Teen area were replaced.
- A new video shelf was added to the youth services area.

- Staff is working on collection development projects.
- Youth services offered 60 programs with a total attendance of 1,383.
- Resignation of Youth Services Librarian – Lori Bell is moving to England and her resignation is effective on December 31, 2008. Staff formed a selection committee. Time line for filling the position was provided with deadline for applications of November 23, 2008 and start date of January 5, 2009. The Library Board expresses their appreciation for her good work.
- Middleton has experienced an increase of users due to the temporary closing of the Sequoya branch,
- The third self-checkout was installed. (Self-checkout circulation reached an all time high of 27% of the overall circulation.)

Staff meeting summary reports

- New copier (leased with GFC) was delivered today. It has color-printing and faxing capabilities.
- LINK libraries voted to migrate to an open source product, know as Koha. LibLime will be the support and development vendor. SCLS is the first library system of its size to apply this system.

Regular Agenda

Some matters for future agendas were discussed.

The next meeting will be held on December 9, 2008 at 6:30 p.m. It will be preceeded by a Holiday Party at 6:00 p.m., in the Archer Room. The Library Board members will provide the snacks.

Moved by Westbury; seconded by Kozich to adjourn at 6:00 p.m.

Sandra J. Smith, recorder

Note: These minutes were prepared by Sandra J. Smith, Secretary. They are based on her notes as recorder and are subject o change at a subsequent meeting.