

## MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES – FEBRUARY 17, 2015

Acting President David Yuenger called the meeting of the Juneau Public Library Board of Trustees to order at 4:38 PM. Present were Kathleen Pauly, David Yuenger, Betty Haferman, Supt. Annette Thompson, Library Director Constance Schuett, Alderman Ron Drezdon, and Mayor Dan Wegener. Excused were: President Eileen Gratton, Rosemary Smanz.

A motion to approve the minutes of the January 14, 2015, meeting was made by Ron Drezdon and seconded by Betty Haferman. Motion approved. A motion to approve the Treasurer's Report was made by Annette Thompson and seconded by Ron Drezdon. Motion approved. After discussion about the CD up for renewal February 24, a motion was made to see if Farmers & Merchants Union Bank will match the 1% interest special on a 15 month CD being offered at Landmark Credit Union, and if Farmers & Merchants Union Bank will not match the 1% interest rate to move the CD to Landmark Credit Union. Motion approved. A list of the bills sent to the city for payment was gone over. There was one bill from J & H Controls for board payment. Connie sent a request to the City Clerk-Treasurer for the budget carryover of 2014 monies totaling \$842.73.

After going over the DPI Annual Report, a motion to approve the 2014 report was made by Ron Drezdon and seconded by Annette Thompson. Motion approved. After going over the System Effectiveness Statement, a motion to approve and sign the statement was made by Annette Thompson and seconded by Kathy Pauly. Motion approved.

Building & Grounds – A motion to approve the J & H Controls maintenance contract (3/1/15 – 2/28/18) was made by Ron Drezdon and seconded by Betty Haferman. Motion approved.

Library Director Schuett presented her proposed 2015 maternity leave schedule to the board. Action will be taken on the proposed leave schedule at the March board meeting.

The new web site is up at <http://juneau.lib.wi.us> and Connie is still investigating the best way to run the JPL Facebook account.

MWFLS and trio Updates – Glitches cause by Beaver Dam's separation from the system are slowly being worked out. Connie attended the Director's meeting on January 11 where Zinio magazines, annual report data and deadlines were discussed. The Trio meeting followed. Officers were elected and sub-committees formed. Connie is the chairman of the Circulation Committee. They solved holds/pick list discrepancies and are working on mobile circulation. ProPay is up and Talking Tech auto phone notifications are delayed until late February.

Director's Report Highlights – Monthly programs continue and some special events are planned for February and March – game days, movie day, and Teen Tech Week. The staff is creating more engaging thematic displays and the related circulation appears to be increasing. Planning of the Summer Reading program ("Every Hero Has a Story") is underway. Program and circulation statistics will be expanded on and provided at the March board meeting. Patron printing software will be activated in early February. Connie requested the 2014 budget carryover from City Hall and a \$300 Chamber of Commerce donation, a \$101 donation from Dodge Co. Retired Educators Assoc., and the \$5,000 Hicks Grant will be deposited into the Federated Fund account held by the board. Connie attended four webinars in mid-January. Lisa and Connie will attend a summer reading session at MWFLS on Feb. 5. The Friends of JPL met on January 6 and are planning a by-laws revision. They purchased an interactive kitchen station for the children's area and are planning a D.E.A.R. event in April and a spring book and candy sale.

The next meeting of the Juneau Public Library Board of Trustees will be held on **Wednesday, March 11, 2015 at 4:30 PM.**

A motion to adjourn was made by Dave Yuenger and seconded by Betty Haferman. Motion approved.

Respectfully submitted,

Kathleen A. Pauly, Secretary/Treasurer