

Lester Public Library
Board of Trustees Meeting
Tuesday August 14, 2007, 7:00 p.m.
Community Room of the Lester Public Library

Call to Order – Called to order at 7:00 PM by President Patrick Gagnon in the Community Room of the Lester Public Library. Proper notice was given. President Gagnon suspended the rules of order to announce the meeting will remain open, with no closed session for negotiation progress report.

Roll Call – Present: Patrick Gagnon, Rick Henrickson, Wayne Schultz, Teri Wagner, Sheridan O'Rourke, Brenda Krause, Terry Schumacher, Joyce Beth, Kirsten Miller, Sharon Stone, Director Jeff Dawson, Adult Services Coordinator Chris Hamburg, and recording secretary, Elaine Olszewski-Steckler. Absent and Excused: None.

Public Comment: None.

Approval of July Board Meeting Minutes – Moved by Joyce Beth and seconded by Terry Schumacher to approved the July 10, 2007 minutes. Motion carried unanimously.

Expenditures and Financial Reports – Moved by Rick Henrickson and seconded by Sheridan O'Rourke to accept the July 2007 Detail Ledger, July 2007 Budget Report and the 1st National June 2007 & July 2007 gift investment statements as presented. Motion carried unanimously.

Committee Reports: None.

Director's Report: Director Dawson submitted a written report and asked for questions regarding the same. He highlighted the following: Youth Services Coordinator, Terry Ehle gave birth to a baby girl this past week. Dawson received Reference Associate Molly Biddle's resignation, and efforts are underway to hire her replacement, with interviews starting the end of this week. The vacated position is part time, 24 hours per week, with a bachelor degree required. Director Dawson reported Manitowoc Calumet Library System Coordinator, Robert Hafeman is pursuing a LSTA grant for electronic game consoles and related equipment. The goal of this project will be to bring teens together in a safe environment to play games with other libraries across Wisconsin in a virtual environment. The library is in receipt of \$51,917.62 from the Anne DeSwarte Estate in the month of July. Dawson also received 3 more checks from the DeSwarte Estate in the month of August totaling \$127,665.51. President Gagnon requested Director Dawson submit ideas for board consideration and approval of a memorial for Anne DeSwarte. Johnson Controls has held 2 visits in preparation for the HVAC EMS Upgrade.

Communications-

HTR Articles

Letter from Unique Management Services

Email from Betsy Galbraith Heron Rescue

Email from Judith Siess requesting permission to quote Dawson

Letter from Ohio National Financial Services – DeSwarte Estate.

Statistics for July-Still unable to get good numbers from the circulation system.

City Council Representative Report: None.

School District Representative Report: None.

County Council Representative Report: Representative Henrickson reported the budget process is moving forward.

Unfinished Business:

Unicorn Update – Adult Services Coordinator, Chris Hamburg reported the patron view of Unicorn is changing from Rooms to iBistro. The goal of this implementation is to provide better service for patrons. Installation scheduled for the week of August 20th. Raw statistics may be available next month.

Circulation Policy – Moved by Rick Henrickson and seconded by Brenda Krause to approve the revised Circulation Policy as amended by editing the first sentence in 03-01-03 part b to read: “The person to whom a card is issued is responsible for all material borrowed on that card.” Motion carried unanimously.

New Business:

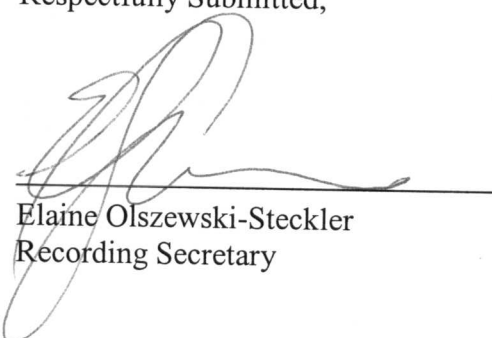
Six Month evaluation of Library Director – Discussion held on the criteria for the evaluation. The review process will consist of informal staff evaluations, job description, Dawson’s 6-month goals and City review process tools. President Gagnon requested board members consider the tools for evaluation at the September meeting, with Dawson’s review scheduled for October.

Closed Executive Session: The Library Board of Trustees reserves the right to enter into Closed Session, per Wisc. Stats. 18.85 (1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. No report on AFSCME negotiations. – meeting remained open.

Trustee Education: Library 2.0 Series: Blogging Lester Public Library presented by Director Jeff Dawson. Dawson provided an online tour of the library’s website, and the tool EngagedPatrons.org, used in setting up the blog for Lester Public Library. Terry Ehle and Chris Hamburg currently use EngagedPatrons.org to update the library’s website. Dawson emphasized the importance of providing a “virtual presence” on the internet, and engaging patrons with real-time feedback. The library site also contains city activities, tourism information, and links to various social networking sites Dawson has set up, such as Flickr and MySpace. President Gagnon inquired if these tools could be used to form discussions groups outside of moderation by the library. Dawson responded that all postings must go through him for review, and that only Ehle and Hamburg have access to the site aside from himself.

Moved by Brenda Krause and seconded by Rick Henrickson to adjourn. Meeting adjourned 7:55 p.m.

Respectfully Submitted,



Elaine Olszewski-Steckler
Recording Secretary