

Lester Public Library
Board of Trustees Meeting
Tuesday December 11, 2007, 7:00 p.m.
Community Room of the Lester Public Library

1. Call to Order – Called to order at 7:00 PM by President Patrick Gagnon in the Community Room of the Lester Public Library. President Gagnon stated that a quorum is present and proper notice given.

2. Roll Call – Present - Patrick Gagnon, Teri Wagner, Brenda Krause, Terry Schumacher, Joyce Beth, Wayne Schultz, Director Jeff Dawson, Recording Secretary, Elaine Olszewski-Steckler. Absent and Excused: Rick Henrickson, Sheridan O'Rourke, Kirsten Miller & Sharon Stone.

3. Public Comment - None.

4. Approval of October Board Meeting Minutes – Moved by Wayne Schultz and seconded by Joyce Beth to approve the November 13, 2007 minutes. Voice vote carried unanimously.

5. Expenditures and Financial Reports – Moved by Teri Wagner and seconded by Terry Schumacher to accept the November 2007 Detail Ledger and November 2007 Budget Report and Bank First investment statement as presented. Wayne Schultz asked Dawson if the November reports were in line to be on target for the 2007 budget. Dawson responded that he expects the Library to come in at or near budget, and provided his reasoning for this when further questioned by Teri Wagner. Voice vote carried unanimously.

6. Committee Reports - None.

7. Director's Report: - Director Dawson gave a review of his written report for November. He reports that the state funding from last month's report is accurate. He then announced that he has joined the Library Management Association. The Library Management Association provides administrative support to librarians. Director Dawson held a meeting with Joyce Beth, Barbee Lester, Chris Hamburg and Mary McClean to discuss hiring Mrs. McClean as the gardening contractor for the 2008 gardening season. Mr. Dawson reported he is writing columns on a bi-weekly basis for the Herald Times Reporter/Lakeshore Chronicle. Dawson then discussed progress on the rotary grant project, Engaged Patrons statistics, and Library Circulation statistics. Dawson stated part of his strategic plan is the overall increase in patron circulation statistics, as county funding is dependant on these numbers.

8. Communications –

Dawson reviewed the articles on the agenda.

9. City Council Representative Report: City Council Representative Wayne Schultz reported the City had settled the contract with the Fire Fighters Union, and negotiations are ongoing with the AFSCME units. Schultz stated the 2008 budget is complete, and the City Council will review the Assessment Policy next.

10. School District Representative Report: None.

11. County Council Representative Report: None.

12. Unfinished Business:

A. Approval of 2008 Budget: Director Dawson provided a spreadsheet of City Council approved changes to the fund 280 & fund 282 budget. He indicated that Finance Director Richard Schultz helped him trim \$14,000.00 from the initial budget proposal. Moved by Joyce Beth and second by Brenda Krause to approve the 2008 budget as presented. Voice vote carried unanimously.

13. New Business:

A. Bylaws of the Library Board: Dawson presented the board with a current copy of the by-laws for discussion. He indicated City Attorney Jack Bruce is reviewing the by-laws as well.

B. Policy Review – Internet Access: Director Dawson provided the board with the current Internet Policy and proposed changes to policy with accompanying proposed staff procedure and patron letter to parents of minors. The board discussed the policy and procedure. Brenda Krause expressed concern over the possibility of children viewing inappropriate materials. Specifically the 3 terminals on the west side of the adult section, where children over 12 are allowed to use the internet. Terry Schumacher suggested arranging patron computer terminals in a manner that would enable reference and children's desk attendants to monitor patron material easily. Teri Wagner stated she felt monitoring/censoring is not the library's role. Wayne Schultz suggested various scenarios, asking how policy would apply to each. He added that patron use of the library computers is a privilege and suggested the proposed procedure for handling violators was too lenient. When questioned if posting the rules of use can be part of the log on process, Dawson indicated he thought the system had this capability. He further added the role of the library should not interfere with the individual freedoms of patrons. Director Dawson stated that he did do benchmarking as part of the development of the proposed policy when asked by Schultz. Jack Bruce will be looking at this policy as well. President Gagnon suggested further review of this policy and procedure at the January meeting. He added that any suggestions or revisions be given to Jeff Dawson before the January meeting for another read through with a tentative action item for the February 2008 meeting.

14. Trustee Education: Director Dawson presented the members with a tour of the pictures he has posted on the Library's Flickr account. He stated his goals are to promote the Lester Public Library, the City of Two Rivers, and the surrounding area through online networking.

15. Closed Executive Session:

Closed Executive Session – President Gagnon announced the Library Board of Trustees reserved the right to enter into Closed Session, per Wisconsin Statutes s. 19.85(1)(c) which allows closed sessions when the employment, promotion, compensation, or performance evaluation data of any public employee under the jurisdiction of the particular government body is being considered. Purpose for closed session - to discuss union negotiations and will reconvene in open session for the purpose of adjournment only. Moved by Wayne Schultz and seconded by Brenda Krause to move into closed session. Roll call vote taken: Patrick Gagnon - aye, Teri Wagner - aye, Brenda Krause - aye, Terry Schumacher – aye, Joyce Beth - aye, Wayne Schultz – aye. The board entered into closed session at 8:12 p.m.

Moved by Schultz and seconded by Krause to reconvene in open session at 8:16 p.m. Voice vote carried unanimously.

Moved by Joyce Beth and seconded by Brenda Krause to adjourn. Meeting adjourned 8:17 p.m.

Respectfully Submitted,

Elaine Olszewski-Steckler
Recording Secretary