

**Karl Junginger Memorial Library
Board of Trustees Meeting
September 27, 2011
5:15pm
Meeting Room**

- I. Call to order 5:17
Roll: Cece Wiltzius, Art Biermeier, Mike Strasser, Connie Schiestl, Lee Fiedorowicz, Deb Battenberg, Ellen (Josie) Sullivan
Absent: Erin Sievert
Others: Dick Jones
- II. Approval of agenda
Cece requested to have the Jefferson County Nutrition site moved to the top of the agenda to accommodate Dick Jones, who was here to present on the item.

Motion to approve the agenda with the above change: Lee
Second: Art
Motion passed 6-0
- III. New Business
A. Jefferson County Nutrition Site
Dick Jones and Cece described a proposed relationship in which a library employee would spend 10 hours a week (in addition to current library hours) running a Jefferson County Nutrition Site. This would provide a means of continuing meal delivery for 10 elderly clients in Waterloo. The current site is at the fire station, but the county cannot find anyone to hire for the two hours a day needed. In this arrangement a library employee would work 10 hours a week doing these duties. Jefferson County would pay the wage and benefits.

Discussion about this relationship included the benefit of this service to the elderly citizens of Waterloo and the added benefit of having a full time employee on the premises. The library meeting room oven and refrigerator would be used. Since the meeting room is rarely rented out during the week, there is little possibility of conflict. Dick Jones said in the case of a conflict, a back up site could be arranged for the Nutrition site. The Library Board would sign a contract with Jefferson County, which could be ended within 60 days if the Board deemed appropriate.

Motion to make the KJM Library a Jefferson County Nutrition Site, with the understanding that the cost to the library will be in the vicinity of \$2500, that the agreement could be terminated in 60 days if necessary, and that the initial contract be for one year: Art
Second: Josie
Motion passed 6-0
- IV. Reading of Minutes
Motion to approve the minutes: Lee
Second: Art
Motion passed 6-0
- V. Correspondence, Appearance, Public Comments

A. New representative from SVA Plumb Trust Company (Letter)
The previous trust officer resigned; the new trust officer is Kate Blumenthal.
- VI. Director's Report
Motion to approve: Connie
Second: Deb
Motion passed 6-0
- VII. Unfinished Business

A. Library finances *Informational*
The library will be getting a \$3125 capital improvements grant from Jefferson County if the County Board of Supervisors approves the Jefferson County Library Services Board budget as approved by the Finance Committee. The roof has leaks over the Porter Street entrance; Cece will get an estimate of needed repairs soon.

B. Circulation policy: R-rated videos *Action*
Discussion about whether or not to change the policy included possible benefits and negatives to changing the policy, and whether patrons would need to be notified of the change.
Motion to leave the policy as written: Deb
Second: Mike
Motion Passed 3-2 (Abstained: Connie)

C. Printed Overdue Notices *Informational*

The current system is working very well. Overdue notices are sent out once a week. The email pre-overdue notices are appreciated by patrons.

VIII. New Business

A. Organizing review of Wisconsin Public Library Standards *Informational Outagamie County Library System has devised a spreadsheet to see how a library stands up to the standards. Cece will prepare a report to see how KJML stacks up.*

IX. Date, place, and time of next meeting
Tuesday October 25, 5:15 PM, Library Meeting Room

X. Adjournment
6:20

Please notify Cecilia at 478-3344 if you are unable to attend the meeting.
Posted and mailed: September 16, 2011