

Karl Junginger Memorial Library
Board of Trustees Meeting
January 22, 2013
5:15pm
Conference Room

- I Call to order
 5:15PM. Roll: Art Biermeier, Mike Strasser, Cece Wiltzius, Lindsay Reynolds, Deb Battenberg, Connie Schiestl (5:25), Amanda Brueckner
- II Approval of agenda
 Wiltzius asked if Amanda Brueckner could be moved to the top of the agenda.
 Motion to approve the agenda with above change: Battenberg. Second: Biermeier.
 Motion passed.
- III New Business: Family Program Survey
- Brueckner presented the results of a survey she sent to library patrons. By examining the results, Brueckner has decided to have Bingo for Books on Saturdays. The survey will be used to further evaluate the effectiveness of library programs.
 - Brueckner also reported on current enrollment for the Chill out and Read program (28 adults, 78 children), and on progress on the Read it Down program. Only one child has participated in the Read it Down so far. Discussion about the program led to the conclusion that the program should stay in place as the longer it is in place, the more children that will take part.
- IV Reading of Minutes
- Motion to approve minutes: Biermeier. Second: Schiestl. Motion Passed.
- V Correspondence, Appearance, Public Comments
- Correspondence was received regarding the Junginger Foundation; to be discussed in Director's Report.
- VI Director's Report
- Wiltzius presented a statistical comparison from 2011 to 2012 for circulation. Generally the circulation is stable. Children's program attendance is up.
 - Tim Jonas of the Junginger Foundation sent a letter stating that the board of the Junginger Foundation passed a resolution that the foundation is committed to supporting the library at an amount of \$41,400 as of 2014, with a 2% increase per year until 2018. This money can be used for budgetary needs.
 - Wiltzius reported that she has completed the Annual Report to be sent to the state. Motion to approve Annual Report: Biermeier. Second: Battenberg. Motion passed.
- VII Unfinished Business
- A Library finances
- 1 Employee longevity pay *Action*
 - Wiltzius reported that full time city employees in the union have in the past gotten a bonus. For the sake of simplifying and making all city employees treated the same way, full-time library employees will now be included. The final draft of this action will be approved at the February City Council meeting.
 - 2 Jefferson County capital grant *Informational*
 - Wiltzius reported that she has learned that this grant is to be used for computer hardware.
- B Library Circulation Policy review *Action*
- The current library circulation policy was examined. It will be updated to reflect current holdings, such as no VHS tapes. The "Read it Down" program will be

added to the verbiage. The fine threshold at which patrons cannot check out books will be changed from \$5.00 to \$10.00 to reflect the SHARE policy.

- Motion to change the policy with the above revisions: Schiestl. Second: Reynolds. Motion passed.

VIII Date, place, and time of next meeting

The Board will meet on February 26 at 5:15pm.

IX. Adjournment

Motion to adjourn: Schiestl moved adjournment and Biermeier seconded. The motion passed.
Meeting adjourned at 6:30pm.

Please notify Cecilia at 478-3344 if you are unable to attend the meeting.
Posted and mailed: January 11, 2013