

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
March 25, 2014
5:15pm
Conference Room

1. Call to Order
Meeting called to order at 5:17.
Roll Call: Lee Fiedorowicz, Lindsay Reynolds, Art Biermeier, Kelli Mountford, Ellen Sullivan, Connie Schiestl, Deb Battenberg, Mike Strasser
2. Approval of agenda
Schiestl moved to approve the agenda. Strasser seconded. Motion passed unanimously.
3. Reading and Approval of open minutes from January 28 & February 18, 2014
Reynolds moved to approve the January 28 minutes. Sullivan seconded. Motion passed unanimously.
Strasser moved to approve the February 18 minutes. Schiestl seconded. Motion passed unanimously.
4. Correspondence, Appearance, Public Comments
None
5. Director's Report
Mountford reported on high stats for Zinio checkouts at KJML in 2013, and another year of getting the best score in our library system in the Library Journal (a score of 905 points). Planning is underway for National Library week and A 20 years in the Building Week September 8-13. The building has some electrical and telephone issues that need to be addressed. The public computers have been upgraded from 5MG to 60MG, and Mountford is hiring a staff member for circulation.
6. Unfinished Business
 - a. Discussion with City Hall/Mo Hansen – Art Biermeier
Biermeier met with Mo Hansen to discuss the recent email and misunderstanding regarding the pay raises for full and part time library staff. Going forward both parties are hoping for an open and professional dialogue regarding budget issues.
 - b. Computer Furniture - *Action*
Mountford presented plans for computer stations to replace the current public computer stations. Battenberg moved to approve the purchase of computer stations from Embury for \$7,683. Strasser seconded. Motion passed unanimously.
 - c. Foundation, Landscape and Sign – *Informational*
Fiedorowicz reported that McKay Nursery will be making a plan for the sign and landscaping. McKay's will most likely maintain the landscaping.
 - d. Kuerig Coffee Machine – *Informational*
Mountford reported that 31 area libraries offer coffee such as this. Spillage was not considered to be a problem. The staff at KJML are mainly supportive of these machines. Mountford will check into how the money from the sale of coffee would be treated (most

likely the money from the sales would only be enough to purchase cups and water for the machine).

e. Bilingual Contract amount – *Action*

Sullivan moved to approve a contract position, for the purpose of translating library communications, of up to 5 hours of translation per month for \$22 per hour. Battenberg seconded. Motion passed 6-0 with one abstention (Schiestl).

7. New Business

a. Furniture – *Action*

Some ideas were presented for YA furniture. Mountford will continue to research.

b. Children's shelves – *Action*

Mountford showed plans of shelves to replace some of the older shelving, and to better display DVDs and the Spanish language section, which she would like to expand.

Schiestl moved to approve the purchase of 2 units of the presented shelving for approximately \$4500. Strasser seconded. Motion passed unanimously.

c. Unattended Child Policy – *Action*

The new policy seems to be working well. Some kids were given the policy and a few were brought back with parent signatures. Mountford wondered if further action should be taken for kids given the policy, who do not get a signature. No action was taken.

d. Bimonthly vs. Monthly Board Mtgs. – *Action*

Battenberg moved to have library meetings monthly instead of bi-monthly, and to amend the by-laws to reflect this. Strasser seconded. Motion passed 4-3.

e. MWFLS/Lakeshore – *Informational*

MWFLS met and voted to separate from Lakeshore Library System. In addition, the Jefferson County librarians are discussing leaving MWFLS. The Jefferson County Library Board will discuss this issue at their meeting in July.

8. Date, place, and time of next meeting

5:15 April 22, Conference Room

Adjournment: Reynolds moved to adjourn at 6:28. Schiestl seconded. Motion passed unopposed.