

Approved Minutes
Monona Library Board
Library Forum Room
January 19, 2010

Present: Andrew Taylor (arrived at 6:45), Mary O'Connor, Jim Busse, Edward Van Gemert, Val Edwards, Ben Redding, Melissa Zietz (arrived at 7:00).

Also Present: Demita Gerber, Erick Plumb, Sally Buffat

Public Appearances: Karen Wendt

Board Vice President Van Gemert called the meeting to order at 6:36 p.m.

Karen Wendt, the Library's Children's Services Coordinator, wanted to update the Board on the current strategies to expand its early literacy efforts. In October, the Children's Library early literacy program was the beneficiary of the Community Pie Party fundraiser. Patrons are enthused about the additional early literacy terminal added with Pie Party funds. Other new items have been ordered and will soon add to the options for children's pre-reading exploration. Wendt also highlighted the continuing success of the Library's storytimes. Director Gerber reiterated the need to emphasize the educational aspects of the library's youth programs, and that some libraries have seen greater response by calling storytimes "early literacy times." Wendt said that many of her programs are designed for parents, to teach them skills to boost their children's literacy. The Board complimented Wendt and the Youth Services Department for their continued success.

President Taylor arrived at 6:45 and presided over the rest of the meeting.

Director Gerber gave the Board an update of the status of the Library's Capital Budget requests. The City Council made no amendments that would cut the Library's requests. In addition, an amendment was proposed to buy a defibrillator for the Library as well as other City buildings.

Alderman Busse expressed his concern over steady increases in the City's capital expenses. One new item in the 2011 capital budget for the Library was originally challenged but Busse withdrew that amendment because he realized that a paint job would last for 10 years. Gerber and the staff will be exploring using dumb terminals hooked up to a server as a possible way of reducing capital budget costs for public and staff PC's.

Trustee O'Connor updated the Board on the *Booked for Life* project and reported that the Foundation has now raised almost \$93,000 and the timeframe for the match from Madison Community Foundation has been extended to March 31, making the goal of raising \$100,000 within grasp. Director Gerber learned at a recent Dane County Library Director's meeting that Waunakee Library is at currently \$80,000. We do not know how much the Sequoya Branch of Madison Public has raised so far.

President Taylor asked if the Board has gotten matching funds from Madison Community Foundation or do we need to ask for it. Director Gerber said she would check into this.

There was general discussion and praise for the Harry Potter Fest which took place under Toni Streckert's direction on December 29th & 30th. Trustee O'Connor suggested

that we nominate the Teen Advisory Board for a Mayor's Award for the extraordinary level of volunteerism expressed in the design of Teen Programs and their space in the library.

Director Gerber reported a 9.5% increase in circulation for 2009 with just a slight increase in the December 2009 circulation compared to December 2008.

We offered 15% fewer Children's programs and had 20% less attendance in 2009. We have been looking at the number of programs offered and the average number attending. We also have significantly more materials to identify and purchase because of the \$20,000 capital fund for materials. And at the same time, we saw a 25% increase in teen program attendance, and an increase in adult attendance at programs as well.

Gerber stated that Toni Streckert will also be doing adult activities as well as youth services activities.

Gerber corrected \$7,553 for equipment maintenance. She stated the importance of noting the changes in health insurance, which may or may not be needed.

In light of full funding from the County, recommended changes to the operating budget were discussed. Alderman Busse asked about the reserve fund. Director Gerber said the library's reserve was at about \$70,000. Busse thought that having a reserve fund is a good safety net. Gerber suggested keeping at least 8-10% in the reserve fund. Gerber noted that the library under-estimates building maintenance on a regular basis. And the library's security cameras will eventually need to be replaced.

Trustee Edwards asked about salary negotiations. She inquired into what happens if the union employees' contract expires. Trustee O'Connor stated that union employees usually operate under the previous contract until there is a new contract. General discussion about the city picking up a differential in health insurance costs. Trustee O'Connor noted that in the past the city has covered that cost.

ACTION ITEMS

- A. Redding moved, Busse seconded to approve the Consent Agenda. Motion passed.
- B. Van Gemert moved, Redding seconded to approve the Dane County Library Contract for 2010. Motion passed unanimously.
- C. Van Gemert moved to adopt the proposed changes to the 2010 Operating budget to include full funding from Dane County Library's reimbursement formula in 2010. Motion carried unanimously.

The Board was reminded about the upcoming Staff/Board breakfast scheduled for January 29 from 8 to 9 am and Library Legislative Day scheduled for February 16.

Van Gemert moved to adjourn Redding seconded. Motion carried and the meeting ended at 7:34 pm.

The next regular meeting of the Monona Library Board will be held at 7 p.m. on Wednesday, February 17, 2010, in the Board Room of the Monona Library Building.

Recorder: Sally Buffat

Approved: February 17, 2010