

Watertown Public Library

Board of Trustees

November 6, 2008

1) Call to Order/Roll Call

President Pat Ziwicki called the meeting to order at 5:16 P.M. Other members present were Gail Bartels, Sarah Butts, David Hertel, and Lisa Stafford. Also present were Library Director Diane Jaroch and Assistant Director Peg Checkai along with library employees Jeanne Higgins, Vian Abdulrahman, Barbara Antonopoulos, and Shelly Jannke. Mayor Ron Krueger was also present to address the board. Doug Keiser and Mark Kuehl were excused from this meeting.

2) Approval of Agenda

Gail Bartels moved for approval of the agenda and Sarah Butts seconded, with the understanding that Mayor Krueger would address the board first. The motion passed on a unanimous voice vote.

3) Appearances

Mayor Krueger stated that the \$50,000 was not possible to keep in the budget for the library. He went on to say that he is evaluating all programs and departments, looking for economies of scale. He said this is what many cities in the Alliance of Cities are doing with and for their budgets because the state budget may be the problem.

He went on to say that the Alliance of Cities is trying to work with the state to get more shared revenues. We can't lay people off and provide services expected. In 2009, we are going to dig into our fund balance.

Mark Stevens arrived at 5:20 P.M.

Mayor Krueger went on to say that he has a list of thirty things to look at, even in the Mayor's office. The aldermen want a long-range capital spending plan for the City. He also reported that the new street department building is coming in under budget. In the future he will be looking at library expansion and health department expansion with the library being in the top five, high on the list.

He also stated that the proposal to start construction along the river is on the table again. Library Board members reiterated that they are not comfortable with a proposal taking away parking across from the library because the first proposal had 50% of the parking gone.

The Mayor went on to state that he had met with a group two weeks ago interested in doing a project south of the dam involving townhouses and senior housing, but they want more participation from the City than we want to give. He assured the

Board that nothing would be happening to the parking areas north of the dam. He's continuing to work with the DNR involving a \$108,000 grant and a parks fund toward public improvement of these lands. Then he said we can look at parking and planning for this building and the possible purchase of additional properties on this block. Mayor Krueger went on to say that we are not going out ten years for Library plans; we will have projections made in the next three to six months.

Chuck Bohlman arrived at 5:32 P.M.

He mentioned that at the Alliance of Cities meeting there had been a presentation on developing communities and fund raising efforts some had used.

Discussion ensued on possible financing and fund raising efforts for the Library.

The Mayor closed his remarks by announcing that the Milwaukee Street Bridge would open at 2 P.M. on Friday.

4) Rental Property Report

Roger Prickette has cleaned out the attic and set up an internal guttering system. He's also checked out where the new water heater could go. Charles Bohlman suggested getting a complete roof report done by a roofing consultant. One tenant's late rent issues will be referred to the City Attorney. It was noted that the amount paid to Mr. Prickette has gone up a bit because rents went up, and it was noted that he gives us detailed reports of work done.

5) Approval of Minutes

Charles Bohlman moved for approval and Lisa Stafford seconded. The motion passed on a unanimous voice vote.

6) Expenditures and Finance Report

Mark Stevens moved for approval and Gail Bartels seconded. Discussion ensued on the possible purchase of some new shelving and furniture with some program money. Expenditures and Finance Report were approved on a unanimous roll call vote.

7) Correspondence

Elizabeth Burmaster, State Superintendent to Public Instruction, had sent the Library a letter about the state budget.

8) Committee Report

There was none

9) Director's Report

Director Jaroch reported, in addition to the printed report, that she had been at Wisconsin Library Association meetings for two days and that other staff had been there on other days and had felt that the classes and workshops had been good. Information and ideas from these will be shared with all staff.

She also reported that she's starting to work on revising the employee handbook.

She noted that the report shows circulation down by 3%, but the computer system still has a problem tabulating renewals.

We did not get the Quirk grant we had hoped for.

And, she would like to close the library at 6 P.M. on Thanksgiving eve. In response, Mark Stevens made the motion and Gail Bartels seconded to close at 6 P.M. that Wednesday moving employees' hours to other times so no one loses hours. The motion passed on a unanimous voice vote.

10) Unfinished Business

The City Attorney is working on negotiating with Jay Lang on his invoice.

11) New Business

a) Information handouts given to patrons.

Discussion ensued on making these optional for new patrons while stressing our regulations.

b) Resolution #2008-12 Transfer of Funds (Amended)

Mark Stevens moved for the passage of this resolution, and Lisa Stafford seconded. The resolution passed on a unanimous roll call vote.

c) 2009 Budget

The 2009 Budget Handout was given to the Board. Some discussion ensued: one page will be discontinued, and the staff will evaluate periodicals carefully. We are getting a 2% increase.

It was moved by Charles Bohlman and seconded by Mark Stevens that the Budget be approved as presented. Approval was unanimous on a roll call vote.

It was noted that the next meeting on the Board will be on Thursday, December 11, at 5:15 P.M.

12) Adjournment

Sarah Butts moved and Charles Bohlman seconded that the meeting be adjourned. The motion passed on a unanimous voice vote, the time being 6:54 P.M.

Respectfully Submitted,
David W. Hertel, Secretary

DWH/sc

(Disclaimer: These minutes are uncorrected and any corrections made therein will be noted in the minutes of the meeting at which they are approved.)