

1) Call to Order/Roll Call

President Pat Ziwisky called the meeting to order at 5:15 P.M. Present were Charles Bohlman, Colleen Checkai, David Hertel, Doug Keiser, Mark Stevens, and Pat Ziwisky. Gail Bartels arrived at 5:16 P.M. Library Director Diane Jaroch was also present along with Assistant Director Peg Checkai. Also in attendance were Barbara Antonopoulos, Vian Abdulrahman, Jeanne Higgins and Shelly Jannke.

2) Approval of Agenda

A motion to approve the agenda was made by Doug Keiser, seconded by Mark Stevens, and passed on a unanimous voice vote.

3) Rental Property Report

The Watertown Players have moved into the warehouse area. Roger Prickette will work on lease agreements and water leaking problems.

4) Appearances

No one appeared to speak before the board.

5) Approval of Minutes

A motion to approve the minutes was made by Doug Keiser and seconded by Mark Stevens. It was noted that in 10a, last sentence should have "apprised" in it. The minutes, as corrected, were approved by a unanimous voice vote.

6) Expenditures and Finance Report

Mark Stevens moved and Doug Keiser seconded a motion to approve the expenditures and finance report. Discussion ensued on health insurance costs, photocopier lease expenses, running over budget on repairs, the possible need to later shift some account balances, and the general need to be as close to the budget as possible in all items.

Bob Wetzel arrived at 5:33 P.M.

The motion passed on a roll call vote. Everyone voted to approve the expenditures and finance report except Charles Bohlman.

7) Correspondence

A letter was received from Watertown Players.

8) Committee Report

a) Personnel and Policy
No meeting was held.

b) Building and Grounds

Gail Bartels brought in a spec sheet on the Jonas Building. Discussion ensued about the possible purchase of the property with a concluding consensus to ask

Mayor Krueger about this. Right now our priority is to deal with the 2010 budget, President Ziwicki stressed.

c) Finance Committee

Mark Stevens reported that he had attended the October 12th meeting of the Finance Committee of the Common Council at which they had stressed a 0% budget increase. He had asked for the reconsideration of \$12,700.00 previously cut by them. He also reminded them that the City was not the only source of funding; the library also receives county funds. He presented notes on library standards from the DPI. The Finance Committee dismissed these as benchmarks. Of 15 comparable libraries, Mark reported, we are below average. He went on to report that at the October 20th meeting of the Finance Committee of the Common Council, members would not change their positions when asked if it was O.K. to be below average, one alderman said it was O.K. to be average. It was also noted that we were lowest in hours of operation for comparable libraries.

Discussion ensued as to what we can do as a library to increase revenue and to check exactly where patrons live. It was pointed out that Dodge and Jefferson Counties have been more generous to us than required by the letter of the law. The City has effectively flat-lined the library budget. President Ziwicki will send appropriate messages of thanks to the Jefferson and Dodge County Boards for their generous support. We need to ask the Mayor where we stand and what level of support we may expect in the future for possible expansion.

Doug Keiser left the meeting at 6:15 P.M.

9) Directors Report

a) Meetings attended.
The report is attached.

b) Library Statistics
These are also in the attached report. Circulation and attendance are both up.

c) Library Information
An Open House will be held on December 8th. Abby Tessman started working and will be here for eight weeks.

10) Unfinished Business

a) Collection Agency
It was reported that money collected goes into the Fines and Fees Account.

b) Buildings for Sale
This was discussed earlier in committee reports.

11) New Business

a) Investment Fund transition/resolution
Resolution #2009-5 Transferring Funds from Morgan Stanley to ISB Community Bank was presented. Mark Stevens moved and Charles Bohlman seconded a motion to pass the resolution. The motion carried on a unanimous roll call vote.

b) Approve Closing December 26 for computer upgrade
Mark Stevens moved, Gail Bartels seconded, and the motion passed on a unanimous voice vote.

c) Approve closed holiday dates for 2010
This action will be tabled until December.

d) Strategic/long range plan
President Ziwisky announced that a community committee of 8 to 10 people would be on this and that either Sarah Butts or she would represent the Library Board.

e) Fundraising
President Ziwisky reported that she had met with the Fort Atkinson Public Library fundraiser and that they had recently received a donation of \$500,000.00. She stressed that we need to get information to attorneys and estate planners who would remind possible donors of the library's services and needs. Board members need to give possible fundraising ideas to Diane Jaroch.

f) 2010 Budget
This will be finalized on Tuesday.

g) 2009 Budget
Discussion ensued on whether or not we would be able to stay within budget this year. Consensus was that all seemed to be in line and that we would come out all right for this year.

Closed Session

Bob Wetzel made the motion, seconded by Mark Stevens, to move into closed session. Motion carried on a unanimous roll call vote, the time being 7:00 P.M.

Closed Session

The Board of Trustees will convene into Closed Session under Exemption 19.85(1) (e) for the purpose of "conducting...business whenever competitive or bargaining reasons require a closed session." Discussion regarding union negotiations.

Reconvene into Open Session

The Board reconvened into Open Session, the time being 7:39 P.M.

12) Adjournment

Bob Wetzel moved and Gail Bartels seconded a motion to adjourn, the time being 7:40 P.M.

The next meeting date is December 10, 2009, 5:15 P.M.

Respectfully submitted,

David W. Hertel, Secretary

sc

Approved December 10, 2009