

WAUPACA AREA PUBLIC LIBRARY
107 South Main Street
Waupaca, WI 54981

Library Board Meeting
January 13, 2004

Present: Richard Dance, Taylor Miskinis, Julie Eiden, Brenda Williams, Maureen Parent
Absent: Paul Hagen

Also Present: Jerry Brown, Peg Burington, Sue Abrahamson, Ruth Hoppe
Dave DeBolt – Left at 6:50PM

- I. Call to Order
Meeting Called to order at 6:30PM by President Richard Dance
- II. Roll Call
- III. New Board Member Dr. Robert Nelson
Dr. Robert Nelson is the new appointee to the Waupaca Area Public Libray Board. He was unable to attend the January meeting but will have an orientation with Jerry Brown before the February meeting.
- IV. Approval of Agenda
 - 1) Miskinis
 - 2) EidenUnanimously Approved
- V. Report from Dave DeBolt
Dave passed out minutes from the January 8, 2004 Exhibit Room Committee meeting. The next exhibit - Whoop it up – is late in getting set up because part of it was sent to the wrong place. Hopefully it will be up by January 19, 2004.
- VI. Secretary's Report
 - a. Approval of minutes from December 9, 2003
 - 1) Williams
 - 2) MiskinisUnanimously Approved
- VII. Treasurer's Report
 - a. Approval of monthly bills \$2,049.39
 - 1) Eiden
 - 2) ParentUnanimously Approved
 - b. Full time Salaries, Wages & Overtime \$18,345.54
 - c. Part time wages \$12,237.90
Approved with changes in the amount of Full time Salaries, Wages & Overtime to read \$18,345.54.

- 1) Eiden
 - 2) Dance
 - Unanimously Approved
- d. Fine income report
 - No Discussion
- VIII. Circulation Chart
 - No Discussion
- IX. Library Visits Chart
 - No Discussion
- X. Review of charts for annual library usage, program and program attendance
 - No Discussion
- XI. Department Reports
 - a. Director's Report
 - No Discussion
 - b. Adult Department Report
 - No Discussion
 - c. Youth Department Report
 - The Youth staff is starting to plan for the 2004 Summer Reading Program – Discover New Trails at you Library. Sue has written a grant to OWLS for two programs to be held during the summer.
 - d. Reference Department Report
 - No Discussion
 - e. Reference Chart
 - No Discussion
 - f. Young Adult Report
 - Peg passed out Young Adult report
 - i. S.L.A.G. Meeting minutes
 - Peg passed out S.L.A.G. meeting minutes and year end report
 - g. Interlibrary Loan Chart
 - No Discussion
- XII. Library Subcommittee's
 - a. Library Personnel Committee
 - No Meeting
 - b. Library Policy Committee
 - Minutes from January 6, 2004 meeting
 - c. Library Planning Committee
 - No Meeting
 - d. Library Finance Committee
 - No Meeting
 - e. Library Ad Hoc Committee
 - No Meeting
- XIII. Old Business
 - a. Review library internet use
 - No Discussion
 - b. Update on Library Foundation Fund Drive
 - Current donation amount is \$8,047.00

XIV. New Business

- a. Approve Computer Replacement Policy
 - 1) Eiden
 - 2) Dance
- b. Approve revised schedule for overdue action
 - Approved with an addition to the policy that “The Police will be notified if the patron’s bill amount exceeds \$40.00.”
 - 1) Eiden
 - 2) Dance
- c. Review some proposed changes to By-Laws of the Library Board
 - This is the “First Reading” of the By-Law changes. Jerry suggested some changes for Article III - Section 6 & Article IV, and Julie Eiden for Article II – V. Further reviews and a vote will be held at a later meeting.
- d. Approve new membership agreement with OWLS
 - Richard suggested we wait to approve the agreement because he would like more information on the formula used to arrive at the amount of the agreement. Jerry will contact Rick Krumwiede to about explaining this.
- e. Set up Ad Hoc committee to design plan for additional financing from townships
 - No Discussion

XV. Announcements and Correspondence

- a. OWLS meeting minutes
 - No Discussion
- b. Thanks You Correspondence
 - No Discussion
- c. Letters to the Editor from December 31, 2003 Waupaca County Post
 - No Discussion
- d. Library Trustee workshop January 29, 2004
 - No Discussion

XIV. Motion to adjourn

Meeting adjourned @ 7:53 PM

- 1) Dance
- 2) Miskinis

The next meeting of the Waupaca Area Public Libray Board will be February 10, 2004 @ 6:30PM