

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

Library Board Meeting  
October 11, 2005

Present: Shari Camann, Richard Dance, Julie Eiden, Mike Halpin, Molly Muenster, Gerald Murphy, John Penney-Left at 7:00 PM

Absent: Robert Nelson, Brenda Williams

Also Present: Jerry Brown, Peg Burington, Sue Abrahamson, Ruth Hoppe

1) Call to Order

Meeting Called to order at 6:15 PM by Library Board President Julie Eiden

2) Roll Call

3) Approval of Agenda

With the addition of "Revised Budget figures for 2006" added as agenda item five.

1) R. Dance                      2) S. Camann

Unanimously Approved

4) Open Meeting statement read by Julie Eiden

5) Revised budget figures for 2006 with reductions in personnel costs.

1) S. Camann                      2) Molly Muenster

Unanimously Approved

6) Report from Dave DeBolt

Dave was not present at the meeting. Jerry Brown handed out the minutes from both the September and October Exhibit Room Committee meetings.

7) Adult/Youth Training for youth on board

At 6:40 PM all present board members attended the Youth on Board Training. The meeting resumed at 7:10 PM

8) Secretary's Report

Approval of minutes from September 13, 2005

1) G. Murphy                      2) S. Camann

Unanimously Approved

9) Treasurer's Report

a. Approval of monthly bills of \$8,421.81

1) R. Dance                      2) M. Halpin

Unanimously Approved

b. All personnel costs including fringe benefits \$37,061.94

1) R. Dance                      2) M. Muenster

Unanimously Approved

c. Fine income report

No Discussion

10) Circulation Chart

No Discussion

11) Library Visits Chart

No Discussion

12) Department Reports

a. Director's Report

No Discussion

- b. Adult
    - No Discussion
  - c. Youth Department Report
    - No Discussion
  - d. Reference Department Report
    - No Discussion
  - e. Reference Chart
    - No Discussion
  - f. Young Adult Report (To be distributed)
    - No Discussion
  - i. SLAG Report (To be distributed)
    - No Discussion
  - g. Interlibrary Loan Chart
    - No Discussion
- 13) Library Subcommittee's
- a. Library Personnel Committee
    - A Motion was made by Richard Dance to accept the Personnel Committee recommendation to approve the evaluations of Peg Burington, Sue Abrahamson, & Dominic Frandrup.
    - Unanimously Approved
    - Next meeting date is October 27, 2005 @ 1:00 PM
  - b. Library Policy Committee
    - Next meeting date is October 28, 2005 @ 1:00 PM
  - c. Library Planning Committee
    - No Discussion
  - d. Library Finance Committee
    - No Discussion
- 14) Old Business
- a. Review library Internet use
    - OWLS is looking into purchasing Internet Time-out Software and Wi-Fi that would be available system wide.
- 15) New Business
- a. Approval of closing for President's Day in 2006 for OWLS installation of the new circulation system and library catalog (February 20, 2006).
    - 1) S. Camann      2) M. Muenster
    - Unanimously Approved
  - b. Recommendation from Library Personnel committees as to how Jerry's evaluation will be done.
    - Richard Dance suggested that everyone read the Trustee Manual Section 6. The form that is used will be the same one that Jerry used to evaluate Peg, Sue and Dominic. Jerry will evaluate himself. Full time staff members Peg, Sue, Dominic, Ruth, Marcia and any other staff that works directly with Jerry will evaluate him. Deadline for the evaluation will be October 21, 2005 and they are to be turned in to Tena Dennis at City Hall. Results will go to the Personnel Committee and then to the entire Library Board.
  - c. Budget Update
    - No Discussion
- 16) Announcements and Correspondence

- a. OWLS Meeting minutes  
No Discussion
  - b. Friends of the Library received a thank you from the Waupaca County Jail for books  
Donated.  
No Discussion
  - c. Bethany will put out a donation basket for the Library at their fall craft sale.  
No Discussion
- 17) Motion to Adjourn @ 8:35 PM
- 1) R. Dance
  - 2) G. Murphy

The next meeting of the Waupaca Area Public Library Board will be November 8, 2005 @ 6:30 PM