

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on February 15, 2007 at 7:00 p.m. in the Board Room at the Brown County Central Library, 515 Pine Street, Green Bay, WI

PRESENT: JOHN HICKEY, PAUL SCHIERL, PAUL KEGEL, MARY SCRAY, TERRY WATERMOLEN, MIKE AUBINGER, DENISE BELLMORE

EXCUSED: KATHY PLETCHER

ABSENT: NONE

ALSO PRESENT: LORI DENAULT, BOB ROCQUE (Staff); CLAIRE STERNKOPF (Guests)

President Terry Watermolen called the meeting to order at 7:00 p.m.



AGENDA

Motion by Kegel, seconded by Aubinger, to approve the agenda. Motion carried.

MINUTES, BILLS, COMMUNICATIONS

There were no changes to the minutes of the January 18, 2007 meeting and they stand approved.

Lori Denault explained that the county is still in the process of closing the books so there are copies of the December bills and there are no bills greater than \$10,000.

John Hickey recommended that the authority of the Board of Trustees be delegated to the staff, the Library Director, Operations Manager and Accountant, in the payment of the bills, and that a list always be available in the Accountant's office if a board member wants to view them.

A letter from Susan Pomprowitz asking that Anne Mead not be transferred from the Pulaski branch. Terry Watermolen will send a response.

NFLS BENEFITS

Paul Kegel reported that he and Denise Bellmore met with Mark Merrifield. Paul distributed a summary of the discussion regarding the impact on NFLS and the impact on BCL if we withdrew from the Nicolet System. Paul mentioned that it has to be a contiguous system and if they wouldn't accept us we would have to remain with Nicolet. The summary was reviewed and discussed. Mike Aubinger stated that nobody wants to leave but we simply want a fair allocation of the funding. Denise stated that she would like to have Lori Denault at the next meeting with Mark. A copy of the NFLS technology plan will also be requested.

ANNUAL REPORTS

Financial Secretary Annual Report

Paul Schierl reported that he is now properly bonded. The \$10,000 received from the Antiquarians is in a treasury note at Associated Bank. The funds at the Greater Green Bay Community Foundation are not in Paul's control until they are requested, but he and Lori Denault are monitoring those funds of \$16,821.37 in the Regional Libraries Fund, and \$74,512.85 in the Development Fund, for a total of \$91,334.22 at the Foundation. Lori Denault explained that the two trust funds held by the county, whereby only the interest can be spent, are for the purchase of art books and for maintaining the garden at the central library. Paul Schierl stated that when we receive more money we should invest it in some way and John Hickey suggested we create an investment policy prior to that.

Motion by Aubinger, seconded by Scray, to approve the Financial Secretary's Annual Report. Motion carried.

State of Wisconsin Annual Report

Lori Denault reported that many of the numbers included in the report are estimates because final 2006 figures from the county have not been received, but the final numbers should be available before the report is submitted to the state.

Motion by Kegel, seconded by Aubinger, to approve the State of Wisconsin Annual Report, authorizing Lori Denault to change the estimated numbers to actual once received. Motion carried.

FACILITIES UPDATE

Installation of the chiller should be completed by the end of next week. It will be tested in April.

Terry Watermolen asked Bob Rocque to update the Library Board on what it will cost to replace the ceiling and lighting at the Southwest branch. Paul Schierl stated that we need to have a complete facilities plan in order to prioritize our projects. Lori Denault mentioned that \$4,586 remains with the county from proceeds of the sale of the old De Pere branch.

ACCOUNTANT'S REPORT

Motion by Kegel , seconded by Scray, to approve the Financial Report as mailed. **Motion carried.**

Motion by Scray, seconded by Hickey, to approve the gifts, grants and donations as follows:

Lisa Sanderfoot	100.00	Kress Children's
Harry & Margaret Conlon	5,112.26	Library Improvements
Richard Herlache	150.00	WH Children's
Carl O. Johnson III - In Memory of Cheridah Anne Johnson	80.00	Kress Children's
CVS Pharmacy - In Memory of Irene Barendt	50.00	WH Children's
Katie Kralovetz	20.00	Kress Materials
Ashwaubenon		Donation Box
Bookmobile		Donation Box
East		Donation Box
Weyers/Hilliard		Donation Box
Central Circulation		Donation Box
Kress		Donation Box
Adult Services		Donation Box
Pulaski		Donation Box
Southwest		Donation Box
Wrightstown		Donation Box
Total Donations	\$ 5,512.26	

Total Grants \$ 0 **Motion carried.**

LIBRARY DIRECTOR SEARCH FIRM UPDATE

Mike Aubinger distributed a report from Joel Berger. The other firms that have submitted proposals are Miriam Pollack and Gossage Sager. A date will be set up for the Library Board to meet in the Board Room for a telephone screening. After a firm is chosen that firm will come to Green Bay. Mike will set a date with the firms and get their permission to record the interviews. Kathy Pletcher and Mike Aubinger will draft questions. Paul Schierl stated that we must get the director salary issue solved and Terry responded that we are hoping the search firm we select will confirm that our current salary is too low. Mary will email the salary comparisons chart created by Kathy Pletcher and the one created by Brown County Human Resources.

PRESIDENT'S REPORT

Terry reported that we have had several responses from legislators on the letters sent asking for support on Senate Bill 1

Motion by Aubinger, seconded by Scray, to receive the communications from Susan Pomprowitz and the state legislators received and place them on file. **Motion carried.**

LIBRARY REPORT

Mary Ryan reported that the Sheriff's department is moving ahead with identifying several areas in the county where they need wireless Internet access and if there is a library in the area the wireless will be installed there. Kress, Denmark, Pulaski and Wrightstown libraries will get the access installed.

The notice of the change in the library table of organization was referred to the Executive Committee by the Ed & Rec Committee where it was received and placed on file. Questions were raised at the Executive Committee about possible grievances because lower paid staff will be assuming the duties of the higher paid positions that were deleted. Mary explained to the committee that any duties in question have been reassigned to other employees in higher paid positions. The transfers that will be effective March 5 are not directly related to the change in the table of organization. Transferring employees from one location to another has taken place many times in past years. Mary Scray asked for a list of those past transfers prior to the County Board meeting on 2/2/07.

OTHER BUSINESS

Motion by Scray, seconded by Aubinger, to adjourn the meeting. **Motion carried.**

NEXT REGULAR MEETING

March 15, 2007

Respectfully submitted,

John Hickey, Secretary

Mary Ryan, Recording Secretary