

Black River Falls Public Library

Monthly Meeting of the Library Board June 25, 2013

Members present: Amanda Gunn, Jay Eddy, Karen Thayer, Ray Ransom, Tracy Gilbertson, Carol Olson, Shelly Severson and Liz Lund. Muriel Gunderson was also in attendance.

President Ransom called meeting to order at 4:00 pm. Minutes of last month were approved on a motion by Karen with second by Jay. Carried unanimously. June vouchers were approved on a motion by Jay with second by Carol. Carried unanimously.

Jody & Mary's reports are a part of the minutes for the month. Jody's included that the Black River Falls Area Foundation has chosen to help fund improvements to the teen and children's areas in the amount of \$7500. A highlight from Mary's is that over 50 people attended the program done at the library on the Mormon History in Jackson County on June 11. Muriel gave her report & it's a part of the minutes. She is working with Brad Chown to develop a weather safety procedure and is hoping to have training from our Police Department about safety procedures which may involve violent intruders.

We went over a proposal from Servicemaster – monthly maintenance of carpets would be \$190 per month and window cleaning would be \$295 per visit – recommended twice a year. Glen Wick would charge \$550 for carpet cleaning, so \$1100 annually if he did it twice a year compared to \$2280 for Servicemaster. However, Servicemaster proposal includes spot light carpet – a process where all traffic patterns are addressed monthly, spots are addressed and each month they take a specific section of the library and clean from wall to wall. Briteway would charge \$200 to clean the windows. No decisions were made.

The budget was discussed. Muriel will add a line to the budget named “outlay” to set aside money annually for computers to be replaced every five years or as needed. “Donations” line item will be changes to “grants”. Adult books budget is over 100 % for the year, so we'll now use donation money from the separate account to make purchases. There was discussion on the Curry Fund. Muriel will talk to Mary Lent about what she remembers and we'll talk about it next month. We'll want to see an overview of all library accounts and what they're intended to be used for. We'll talk next month about what to do with the “carry over” money from 2012.

Liz Lund will be resigning from the board because she's moving from the area. Thanks to Liz for her help and great ideas and insight. We now need two reps from the city.

Is it time to hire someone to put together a professional blueprint/plan for our renovation? Muriel will talk to Brad Chown about a company called Cedar Corp that has helped with city projects.

Justin Dougherty spoke to us. He reaimed a camera in the teen area and the coverage is okay. He would need to relocate a camera or use a different one to improve it more. He presented new proposals for phone systems. The cost is coming out of capital expenditures. A motion to purchase the Panasonic system was made by Carol with a second by Jay. Carried unanimously.

We will skip the review of the Trustee Manual because of time.

Motion to adjourn by Jay with a second by Carol.. Carried.

Tracy Gilbertson, Secretary