

Black River Falls Public Library

Monthly Meeting of the Library Board September 26, 2013

Members present: Jay Eddy, Karen Thayer, Ray Ransom, Tracy Gilbertson, Rhoda Gulso, Carol Olson and Nicole Schweitzer. Director Muriel Gunderson and newly hired Director Tammy Peasley were 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. August vouchers were approved on a motion by Karen with second by Carol. Carried unanimously.

Jody's & Mary's reports are a part of the minutes for the month. Muriel gave her report & it's a part of the minutes. It included a list of items wanted by library employees which are no smoking signs, no hand gun sign, a defibrillator and a cash register.

The unofficial revenue and expense report was discussed. The proposed 2014 budget was discussed.

A policy change was discussed. The new policy is as follows:

Photo copy machine, typewriter and word processor

1. Photocopy machine is available to patrons who wish to copy materials. A donation is requested. Suggested copy costs are posted near the photocopier.
2. Copy machine users are advised that there are restrictions on copyrighted materials. Any violation of copyright is the responsibility of the copy machine user.
3. The library is not responsible for damages to equipment or data on a user's personal computer from use of this public machine.

The revision was approved by Jay with a second from Rhoda. Carried unanimously.

Representatives from Cedar Corp & Capauls will be invited to a meeting at a later date to speak about proposals. Tammy needs some time to watch how the traffic flows and get ideas about improvements and to look at the proposals we have from Cedar Corp and Demco. Ray has spoken to Peter Hoffman about a donation for the remodel project. He is going to talk to members of his family about it.

There was discussion about employee performance. A daily checklist will be used and an improvement plan determined with a review in 30 days.

Jay moved to go to closed session at 5:15. Second by Karen. Carried.

Carol moved to go back to open session at 5:30. Second by Jay. Carried.

We talked about paying Muriel for unused sick days. Rhoda made a motion to do so. It was seconded by Carol and carried unanimously.

Motion to adjourn by Nicole at 5:40. Second by Jay and carried.

Tracy Gilbertson, Secretary