

Brodhead Memorial Library
February 16, 2015

President Kirsten Novy called the meeting to order at 4:02 p.m. Members in attendance were Kirsten Novy, Diane Anderson, John Walker, Kelly Gratz, Joe Kohlman, and library director, Nikki Busch. Absent were Nancy Nettesheim and Ann Anderson.

The minutes from January were approved following a motion by Diane Anderson and a second by Kirsten Novy.

No patron/public concerns were presented at this meeting.

The financial report was presented. The spending vouchers were approved for payment on a motion by Diane Anderson and a second by Joe Kohlman. The following reimbursements were presented for payment: \$20.00 to Patti Kraft for craft supplies and \$16.84 to Carol Pawlisch. Payment was granted for all submissions following a motion by Kirsten Novy and a second by Diane Anderson.

An update was given on the process of attempting to acquire a business credit card for the Library. A meeting with BMO Harris Bank will be scheduled to apply for the card. There is a possibility that BMO Harris will require the library to hold an account with their bank in order to be approved for a business credit card. A motion was made to approve giving John Walker permission to move up to \$50,000 from the Sugar River account to BMO Harris, if this is necessary for obtaining a credit card. The motion was made by Kirsten Novy with a second by Diane Anderson.

The financial report was approved on a motion by Kirsten Novy and a second by Kelly Gratz

A discussion was held concerning the library policy of not allowing patrons to check out materials if they have ANY outstanding fines. It has been decided that the language of this policy will be changed to "browsing privileges will be suspended when fines reach \$10 or more." Motion to approve the policy change made by Kirsten Novy with a second by Joe Kohlman.

The director's report was presented with updates on facility maintenance, circulation, programming and personnel. The Annual Report is almost complete and will be presented to the Council and then there will be a Special Board Meeting to review and possibly approve the report. Some of the County reimbursements from 2013 have arrived. The library received \$66 from Dane County and \$49,239 from Green County. The library also received a \$4,000 Green County Library Improvement Grant. These monies will be forwarded to the City as anticipated to be used toward the annual budget. Motion to send these funds to the City made by Kirsten Novy with a second by Joe Kohlman. Director's Report approved with a motion by Kirsten Novy and second by Joe Kohlman.

A working session to discuss long-term planning for the Sugar River Bank Funds has been tabled.

At the March meeting the employee wage/salary payscale will be revisited and revised as necessary.

The meeting was adjourned at 4:40. Motion by Kirsten Novy and seconded by Diane Anderson.

Minutes respectfully submitted by Kelly Gratz.