

W.J. Niederkorn Library
Library Board Meeting
Minutes – June 15, 2007

Vice President Marie Zirbes called the meeting to order at 8:32 a.m.

Members present : Bob Bretl, Tom Hudson, Kay Goodwin, Judy Jones, Dr. Michael Weber, Marie Zirbes.

Excused: Barbara Matera. Also present : Library Director David Nimmer.

Correspondence : None

Public Comments : None

Approval of minutes - May 18, 2007:

Weber made the motion seconded by Bretl. Motion passed.

Approval of schedule of invoices – June 2007

Bretl made the motion seconded by Hudson. Motion passed.

Approval of balance sheets – May 2007

Jones made the motion seconded by Weber. Motion passed.

Personnel issues – part II, part I review

This month's meeting was a discussion of Category IV- V positions. Action will be taken at the July or August meeting.

Approval – letter on county wide tax

David wrote a letter of concern to the Eastern Shores Library System possible legislation to allow counties to tax the whole county for selected shared library services. The Board approved the letter as written. Hudson made the motion seconded by Jones. Motion passed.

Update – Document management / distribution software. David is doing a trial of Adobe Acrobat .pdf and E-copy software to find out which one will work the best for the Library's purposes. The cost of the software will be between \$700.00 - \$1200.00.

Directors Report

RFID Project update: The whole project is almost completed. Audiobooks & videos/DVDs are left to go and should be done within the next week. A Thank you luncheon has been planned for Saturday June 30th at Noon for all the Volunteers. Signup sheet is in the workroom. *Air Conditioning Compressor:* It is up, running and working well. *Character counts – train the trainer seminar.* David will be gone to Chicago for the training during the week of June 18th. Representatives are going from Port Washington, Saukville and the Port Washington Saukville School District. *Adult services position – hiring.* Applications are in and the next step is to set up interviews. This will be delayed due to the Character Counts training. *Summer Reading Program – launch/circ for first day.* It was a successful Summer Reading sign up day. Approximately 150 kids attended the morning show and 125 were at the afternoon performance. 2,500+ items were checked out and the new check out system with the RFID tags worked great. *Maturing CD.* The CD is up for renewal soon. The best rate will be chosen and it will be rolled over.

There is a recall on some of the Thomas the Tank Engine items by the company. Some of the items in the display had to be returned and will be replaced. The display has been taken down and the new sitting area/book shelf unit from the Port Washington Woman's Club is taking its place for now.

The meeting was adjourned at 9:45 a.m. with a motion from Jones, seconded by Goodwin. Passed.

Respectfully submitted by Kay Goodwin.