

**W. J. NIEDERKORN LIBRARY  
LIBRARY BOARD MEETING**

**Minutes**

Friday, January 21, 2011 8:30 A.M.  
In the Library Community Room

1. Roll call. Attending: Bob Bretl, Kay Goodwin, Tom Hudson, Judy Jones, Justin Ritter, Dr. Mike Weber, and Marie Zirbes. Also attending Director David Nimmer. Meeting called to order at 8:35 a.m. by President Ritter.
2. Correspondence. None.
3. Public comment. None.
4. Approval of minutes from December 17 15, 2010. Hudson made a motion to approve minutes and seconded by Bretl. Passed.
5. Approval of schedule of invoices – log of debits January 2010, January 1 2011, invoices end of year 2010, end of year 1 2010, invoices January 2011 and January 2 2011. Zirbes made a motion to approve invoices and seconded by Jones. Passed.
6. Approval of balance sheets December 2009 correction, December 2010 and end of year 2010. Hudson made a motion to approve balance sheets and seconded by Zirbes. Passed.
7. Employee manual additions, Part II for approval.
  - A. Part II for approval. The Board discussed the following employee manual sections: Breaks, Call time (2 hours was the recommended time), *De Minimis* rule, Meal Periods (moved to February meeting), Memberships, Sunday premium pay, Holiday premium pay, Conflict of interest, Adverse weather conditions, and Timesheets. Weber made the motion to approve all additions except meal periods and seconded by Jones. Passed.
8. First look at WiFi Internet access options. The Board took a first look at the options and discussed.
9. Approve copier lease. Jones made the motion to allow Nimmer to make the decision on the copier lease and Hudson seconded. Passed.
10. Commission painting for recognition area. Nimmer would like to commission Shirley Schanen Gruen for a large painting of the WJ Niederkorn Library to celebrate the upcoming 50<sup>th</sup> anniversary and for recognition of Barb Matera's years of service, as well as other Library Board members with 10+ years of service. Bretl made the motion to approve a commissioned painting and Zirbes seconded. Passed.
11. Directors Report.
  - A. E-book reader options for 2011. The plan is to get \$3000 worth of e-book readers and titles. Nimmer will bring this information to the February meeting.  
The Circulation statistics continue to go up.
12. Adjournment was at 9:40 a.m. with a motion by Jones and seconded by Zirbes.

Minutes respectfully submitted by Kay J. Goodwin