

Oregon Public Library Board Minutes

Wednesday, July 8, 2015 at 5:00 p.m.

Sue Ames Room

1. **Call to Order** Mary Statz called the meeting to order at 5:02pm.
2. **Roll Call** Those in attendance were: President-Loretta Himmelsbach (arr. 5:13pm), Vice President-Dr. Brian Busler (arr. 5:03pm), Secretary-Darlene Groenier (Village Board Rep), Mary Statz, Bob Glasser and Mary Jane Nesbit. Treasurer Carrie Santulli Schudda was unable to attend.
3. **Adopt/Amend Agenda** Brian Busler chaired the meeting after roll call. Statz made the motion to adopt the agenda as presented, with Groenier providing the second. Motion adopted 5-0.
4. **Consent Agenda** Glasser made the motion to approve the consent agenda, with Nesbit providing the second. The June financial report showed spending is on target. The expenses of \$9,615.49 were in the normal range. Receipts included Dane County reimbursements of: \$160,651 put to operating for salaries, and \$24,251 for facilities, which included \$6,549 from Fitchburg reconciliation. Motion passed 5-0.
5. **Citizen Appearance/Public Comment/ Scheduled Guests** There were none.
6. **Action Items**
 - a. Discussion and possible approval of updated Collection Development and Electronic Communication Policies. The majority of the revisions were due to formatting, updating language, removing references to outdated technology and adding references for Overdrive, Flipster and database content. Glasser suggested the numbering be put in bold. Groenier made the motion to approve the Collection Development policy after the numbering system be put in bold. Glasser seconded. Motion passed 6-0. Statz made the motion to accept the Electronic Communications policy with the following revisions:
 - Add line 6: "All email may or will be subject to the Wisconsin Open Records laws."
 - Line 7 becomes line 8
 - Line 8 becomes line 9Nesbit provided the second. Motion carries 6-0.
 - b. Appointment of Nominating Committee- Pres. Himmelsbach chairs the remainder of the meeting. Mary Statz and Brian Busler volunteered to participate as the nominating committee. Groenier made the motion to accept the nominating committee of Statz and Busler. Nesbit seconded. Motion carried 6-0.
7. **Discussion Items**
 - a. Capital Improvement Plan. The Plan will be discussed at the next Village Board meeting.
 - b. Village Campus Plan, Space Needs Assessment, Library Board Task Force. Representatives from the Eppstein Uhen Architectural firm viewed the library space and interviewed Santner for their needs assessment study. Santner also provided the completed DPI space needs worksheet which indicated our space is 6,000 sq. ft. smaller than what it should be. She was asked to complete the DPI worksheet for library needs of the next 20 years. Eppstein Uhen plans to have their assessment completed by the end of 2015. The library board agreed to invite a representative from Eppstein Uhen to either the September or October meeting.

The board asked Santner to get answers to the following questions:

 1. What impact fees is the library at risk of losing?
 2. What is the status of the League of Municipalities' decision on extending the deadline dates for the impact fees?
 3. Have the minutes been completed from the April 13, 2015 combined Village and Library Board meeting?
 - c. *So Now What? : The Future of Librarians* an article from infotoday.com. The board agreed the Oregon Public Library should remain focused on meeting the reading needs of the Oregon community by connecting people to books, and families to books & literacy. More collaborative, flexible space will be needed in the future, along with comfortable seating for future programming. Santner will send the next article in time for the September board meeting.

8. Information Items

- Staff Report. There was none.
- Library Director's Report. Over 25,000 visits were logged in June. The 2015 Summer Reading Program began, with kids, teens and adults participating.
- Building Issues. Santner described a couple of patron issues.
- Communications – Trustee training webinars August 17-21,2015
- Committee Reports as needed. Personnel committee- Busler will submit a draft of Santner's evaluation to add board members and schedule a meeting with Santner.

9. Closing and Future Agendas

- a. Next meeting: August 12, 2015
- b. Election of Officers: August 12, 2015
- c. 2016 Budget

10. Adjournment. The meeting adjourned at 6:33pm on a Busler/Statz motion which passed 6-0.

Respectfully submitted by,
Mary Davidson