

Oregon Public Library Board Minutes

Wednesday, October 14, 2015 at 5:00 p.m.

Village Hall Community Room

1. **Call to Order** President Himmelsbach called the meeting to order at 5:01pm.
2. **Roll Call** Members present: President-Loretta Himmelsbach, Treasurer-Carrie Santulli Schudda (arr. 5:05pm), Secretary-Darlene Groenier (Village Board Rep), Mary Statz, Bob Glasser and Mary Jane Nesbit. Unable to attend: Vice President-Dr. Brian Busler.
3. **Adopt/Amend Agenda** Statz moved the agenda be approved as written, with Nesbit providing the second. Motion carried 5-0.
4. **Consent Agenda** Glasser made the motion to accept the consent agenda, less the Financial Report. Nesbit seconded. Expenses were \$18,795.04, while Revenues were \$2,085.60 for the month of September. Motion carried 5-0.
5. **Citizen Appearance/Public Comment/ Scheduled Guests**
 - Village Administrator, Mike Gracz and Finance Director, Lisa Novinska
 - i. Campus Plan space needs assessment. Gracz gave the following tentative timeline: Combined meeting with Village Board & Library Board to discuss the results of the space needs assessment- either Dec. 2015 or Jan. 2016. Future discussions will include possible locations and how the building(s) will be funded.
 - ii. Impact fees. To date, \$35,032.86 has been refunded, with another \$78,000.00 to be refunded before the end of 2015. A small percentage of impact fees were spent on the needs assessment. Mary Statz asked for a comprehensive listing of what impact fees must be returned to homeowners, and the amount used for the needs assessment. Carrie Schudda asked if the village attorney prepared a legal opinion on whether it's the library board's or village board's responsibility to approve disbursement of impact fees.
 - iii. 2016 budget. Novinska stated an extra \$4,349.00 would be moved from the Dane County facilities payment to help cover 2016 staffing costs.
 - iv. Hiring process and benefits for new director. The village board is updating the format used for employee background checks. The library board has the flexibility to negotiate vacation benefits. Gracz was unsure if the village board would need to approve them as well.
6. **Action Items**
 - Search Committee. Himmelsbach read Dr. Busler's email containing the preliminary timetable for the committee.
 - Audio Book Circuit Contract. Statz made the motion to approve the contract for 2016 for membership in the Audio Books Circuit, Groenier seconded. Motion carried 6-0.
7. **Discussion Items**
 - General discussion of research article: *What Will Become of the Library? How it will evolve as the world goes digital* by Michael Agresta
8. **Information Items**
 - Library Director's Report. Over 19,000 visited during September. Overdrive popularity continues to increase.
 - Building Issues. The carpeting and upholstered furniture will be cleaned on Saturday, October 24, after the building closes at 3pm.
 - Communications. Santner has added "The History of the Oregon Public Library" to the website.

9. Closing and Future Agendas

- Next meeting: November 11, 2015
- Action item- increasing Susan Santner's vacation to 4 weeks

Include the following in Communications at the Nov. meeting--

- Next article for discussion
- Impact fees- who's responsible for them?
- Dane County standards- are references to population from the DOA or the census?
- Whether to have a giving tree this year?
- Purchase a book in honor of Susan Santner in appreciation for her dedication to the library

10. Adjournment The meeting adjourned at 6:40pm on a Statz/Schudda motion.