

**TOWN OF ROME
LIBRARY BOARD MEETING MINUTES
LESTER PUBLIC LIBRARY
1157 ROME CENTER DRIVE
5:00 PM, WEDNESDAY, FEBRUARY 13, 2013**

BOARD ATTENDEES: Jeanne Osgood, Pam Hyland, Elaine Momsen, Bill Lindroth, Jerry Wiessinger, Keith Johnson and Jill Reese.

LIBRARY STAFF: Lore Ponshock, Jan Hatton

Meeting called to order by President Jeanne Osgood at 5:02 p.m.

CERTIFY POSTINGS: Agenda faxed on February 5 to Rome Town Hall at 11:44 a.m., US Bank at 11:45 a.m., Nekoosa-Port Edwards Bank at 11:46 a.m., Pritzl's Trading Post at 11:47 a.m., emailed to The Daily Tribune at 11:48 a.m. and posted at the Library at 11:45 a.m.

APPROVAL OF MINUTES: Wiessinger motioned to approve the minutes from the January meeting as corrected. Momsen seconded the motion. Motion approved unanimously.

FINALIZE BUDGET FOR 2012: Wiessinger made a motion to approve final report for the Budget for 2012. Momsen seconded the motion. Motion approved unanimously.

BILL APPROVAL: Lindroth motioned to approve the bills from January 18, 22 and 31; and The Daily Tribune bill. Wiessinger seconded. Motion approved unanimously. Wiessinger will check into the process for paying library bills by the clerk.

REPORTS:

Foundation Report: An email, received from Barb Pavloski, reported that the Foundation held a telephone conference to approve the request related to the wireless system. The Foundation also via telephone conference did approve a \$250 check for NYAT which was sent to Diane Genz.

Friends of the Library Report: Gary Schoenborn emailed that the Friends met on January 11. A motion was made and approved to put the money from the savings account (approx. \$29,555) into an 18 month CD at 0.80%. This is due July 18, 2014. Events for the year are NYAT-May 25, Bingo-June 29, Taste of Rome-July 13, Lake Camelot Frolic Brat Fry-August 17, and Oktoberfest-Oct. 19. The next meeting is April 19 at 8:30 am at the Library.

Library Director's Report: In addition to a written report, Ponschock noted that \$1,175 was received from the Foundation to fund the Enterprise wireless system. A check for \$25.00 was received from Gerald and Katie Wittbrodt in memory of Russ Cychosz to be used for the Children's Reading Program.

Town of Rome Report: J. Wiessinger reported that the Town Board approved a sixth full time police officer, lease of a vehicle and purchase of a new server for the Police Department. The Town was advised to reimburse employees for retirement benefits not paid.

Lindroth motioned to approve the reports and Johnson seconded. Motion approved unanimously.

BROADBAND/BADGER NET UPDATE: Ponshock noted that the upgrade to BadgerNet has gone very smoothly with immediate help available, as needed. The Library's email address will have to be changed. Enterprise wireless will be installed the first week of March. Solarus has been the email provider for the past eleven years. A thank you letter will be written by Ponshock and Lindroth thanking Solarus for their support.

Johnson made a motion to change the internet email service provider to SCLS. Lindroth seconded the motion. Motion approved unanimously.

JANUARY BUDGET REVIEW AND APPROVAL OF 2013 BUDGET: Lindroth motioned to approve the budget through January, and the final 2013 Budget with a carryover correction. Wiessinger seconded the motion. Motion approved unanimously.

APPROPRIATE LIBRARY BEHAVIOR POLICY: Johnson made a motion to approve the Appropriate Library Behavior Policy as edited. Lindroth seconded. Motion approved unanimously.

INTERNET USE POLICY: Lindroth made a motion to approve the new Internet Use Policy with revisions and additional information. Johnson seconded. Motion approved unanimously.

ANNUAL REPORT: Wiessinger made a motion to approve the Annual Report to the Department of Public Instruction. Momsen seconded. Motion approved unanimously. The report document will be signed by Osgood and Ponshock.

LIBRARY/LIBRARIAN GOALS FOR 2013: Goals were discussed. Ponshock will make changes and bring back to the March meeting.

CAPITAL CAMPAIGN COMMITTEE UPDATE: Osgood, Jerry Lipski and Barb Pavloski made a presentation to Celse Berard of the Riverview Foundation to encourage a donation to the library expansion campaign. Momsen made a motion to enable the CCC to work with Incourage to manage donated funds. Wiessinger seconded. Motion approved unanimously.

LIBRARY EVENTS FOR 2013: Osgood presented a list of 2013 events planned by the CCC and Friends. A new fundraising event this year will be an Appraisal Show with Mike Moran on August 2 in the gazebo at the Farmer's Market from 9-1.

NEXT MEETING: The next monthly meeting will be Wednesday, March 13, 2013 at 5:00 p.m. Agenda items Budget, Capital Campaign, Library Goals for 2013

ADJOURNMENT: The meeting was adjourned at 6:30 p.m. Motion by Johnson. Seconded by Wiessinger. The motion was approved unanimously.

Respectfully submitted,
Pam Hyland
Secretary