

TOWN OF ROME
LIBRARY BOARD MEETING MINUTES
LESTER PUBLIC LIBRARY
1157 ROME CENTER DRIVE
5:15 PM, WEDNESDAY, APRIL 9, 2014

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

LIBRARY STAFF: Lore Ponshock, Marilyn Bailey

FOUNDATION REPRESENTATIVES: None

Meeting called to order by President Jeanne Osgood at 5:15 p.m.

CERTIFY POSTINGS: Agenda faxed on April 1 to US Bank at 4:33 p.m., Nekoosa-Port Edwards Bank at 4:33 p.m., Pritzl's Trading Post at 4:34 p.m., Rome Town Hall at 4:32 p.m.; emailed to The Daily Tribune at 6:30 p.m. and posted at the Library at 6:31 p.m.

APPROVAL OF MINUTES: Lindroth motioned to approve the minutes from the March meeting. Johnson seconded the motion. Motion approved unanimously.

BILL APPROVAL: Momsen motioned to approve the bills from March. Lindroth seconded. Motion approved unanimously.

CORRESPONDENCE: A Thank You was received from the Edgerton Library for Rome Library's cast-off books. A patron took five boxes of books to Edgerton.

REPORTS:

Foundation Report: None

Friends of the Library Report: Lindroth reported that volunteers are still needed for the Brat Fry on May 3. The Brat Fry is at Pritzl's from 12:30 to 3:00. The next Friend's meeting is scheduled for May 16 at 8:30 a.m. at the Library.

Library Director's Report: In addition to a written report, Ponshock reported that Solarus is discontinuing the Centrex phone system to the Town of Rome. Solarus will be providing a proposal for the Cisco phone system. The library's system falls under the Town's umbrella, costing the Library less as part of a group. A new email system, Office 365, will be installed through SCLS with no additional cost to the Library. Ron McCabe, McMillan Library, visited Ponshock to ask the Library not to accept the adjacent Wood County payment to Rome for service to Saratoga residents. Ponshock will attend the Wood County Librarian's Meeting on April 30. This item will be put on the May agenda for discussion. ACEC came to explore possible electric usage savings. A "Focus on Energy" evaluation was suggested. The Town of Rome Annual Meeting is scheduled for Saturday, April 19th.

Town of Rome Report: None

Johnson motioned to accept the reports as given. Lindroth seconded. Motion approved unanimously.

DIRECTOR 2013 EVALUATION: The evaluation has been completed and is on file at the Library. Library goals were also updated.

BUDGET 2014: Johnson motioned to approve the Budget through March. Lindroth seconded. Motion approved unanimously.

INCREASE BROADBAND UPDATE: Ponshock reported that the band width connection will be doubled from 5 to 10 mbps. The installation will be "seamless".

TELEPHONE SYSTEM VOIP: Lindroth made a motion to have the Library Director move forward with installation of phone system at an appropriate time. Johnson seconded. Motion approved unanimously.

DISASTER PLAN: Ponshock and Osgood attended a workshop at LaCrosse Public Library on disaster planning.

GENERAL POLICY-WHO MAY USE THE LIBRARY: Johnson made a motion to approve the policy as amended. Momsen seconded. Motion approved unanimously.

LIBRARY SMOKING/VAPING POLICY: Johnson motioned to approve the policy as presented. Reese seconded. Motion approved unanimously.

INCOURAGE 1:1: Johnson will report at May meeting.

CAPITAL CAMPAIGN REPORT: Osgood reported making business visits.

NEXT MEETING: The next monthly meeting will be Wednesday, May 14, 2014 at 5:15 p.m. Agenda items: Goals, 1:1 Incourage, Focus on Energy, Wood County Funding

ADJOURNMENT: The meeting was adjourned at 6:18 p.m. Motion by Johnson. Second by Lindroth. The motion was approved unanimously.

Respectfully submitted,
Pam Hyland
Secretary