

1 **WASHINGTON COUNTY LIBRARY SERVICES BOARD**

2
3 Courthouse - Government Center
4 West Bend, Wisconsin

January 21, 2009
1:30 p.m.

5
6 Present: Paul Ustruck, Beverly Schroeder, Herbert J. Tennies, and Darlene Vosen.

7
8 Excused: Kieth Kriewaldt, and Mark McCune.

9
10 Absent: Amy Bingen.

11
12 Also Present: Brenda J. Jaszewski, County Clerk; Michael Tyree, West Bend Community
13 Library; Michael Gelhausen, Hartford Public Library; Roberta Olson, Germantown Community
14 Library; Jennifer Einwalter, Slinger Community Library; Walter Burkhalter, Mid-Wisconsin
15 Library System; Margaret McFadden; and Mary Lemke, Chief Deputy Clerk.

16
17 Chairperson Ustruck called the meeting to order and the Affidavit of Posting was read.

18
19 **MINUTES**

20 Moved by Ms. Voesen, seconded by Ms. Schroeder to approve the October 15, 2008, Library
21 Services Board minutes as presented. Motion carried.

22
23 **RECOMMENDATION TO FILL VACANT POSITION**

24 Moved by Mr. Ustruck, seconded by Ms. Schroeder to recommend Margaret McFadden to fill
25 the vacant position for Washington County Library Services Board, and forward to County
26 Board. Motion carried.

27
28 **REVIEW OF QUARTERLY CIRCULATION STATISTICS & AUTHORIZATION OF**
29 **PAYMENTS FOR QUARTERLY EXPENSES**

30 Mr. Tyree presented and reviewed the fourth quarter 2008 Circulation for Washington County
31 Library Services. Moved by Ms. Schroeder, seconded by Ms. Voesen to accept the quarterly
32 circulation statistics. Motion carried.

33
34 Moved by Ms. Voesen, seconded by Ms. Schroeder to approve the first quarter distribution for
35 2009, based on the fourth quarter, 2008, circulation.

36
37 **1st Quarter Distribution**

38	West Bend	\$143,542
39	Germantown	\$ 57,359
40	Hartford	\$ 32,145
41	Kewaskum	\$ 13,846
42	Slinger	\$ 33,521
43	Total	\$280,413

44
45 Motion carried.

46

1 **AUTHORIZE PAYMENT OF ANY OTHER BILLS**

2 Moved by Ms. Voesen, seconded by Ms. Schroeder to make payment on the outstanding
3 obligation for the 5% Reserve Fund Distribution for 2008 in the amount of \$57,553; to
4 WACCOOL for the TEACH data lines for the period January through June, 2009, in the amount
5 of \$3,000; the annual Library Outreach Service vehicle lease expense in the amount of
6 \$1,320.00; 40% of Total for Vehicle Operation expense in the amount of \$456.63; the City of
7 West Bend for Fourth Quarter Outreach Services Librarian in the amount of \$7,326.80; and
8 Minute Man Press for Flyers – Act 420 in the amount of \$200. Motion carried.

9
10 **REVIEW INFORMATION AND GIVE DIRECTION FOR ANNUAL REPORT**

11 Ms. Jaszewski stated that she will complete the annual report and review with Mr. Ustruck
12 before submitting the report.

13
14 **UPDATE ON ACT 420 – INTER-COUNTY PAYMENTS**

15 Ms. Jaszewski informed the committee that all payments for Act 420 will be sent out prior to
16 March 1st, 2009.

17
18 **RECOMMENDATIONS FOR THE FIVE YEAR STRATEGIC PLAN**

19 Mr. Gelhausen updated the Committee on the recommended changes for the Five Year Strategic
20 Plan. The County Clerk’s office will type up the proposed Strategic Plan and have it ready for
21 the next Library Services meeting.

22
23 **UPDATE ON PENDING LEGISLATION**

24 Mr. Gelhausen informed the Committee that on Tuesday, February 3, 2009 the Library
25 Legislative Day will be held in Madison.

26
27 **SYSTEM UPDATE**

28 Nothing to report at this time.

29
30 **NEXT MEETING DATE**

31 The next meeting date is scheduled for Wednesday, April 15, 2009, at 1:30 p.m. in Room 2024
32 of the Government Center, located in the Courthouse.

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34 **ADJOURNMENT**

35 Moved by Ms. Schroeder, seconded by Ms. Voesen to adjourn the meeting at 2:32 p.m. Motion
36 carried.

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39
40 Brenda J. Jaszewski, County Clerk