

1
2
3 **WASHINGTON COUNTY**
4 **LIBRARY SERVICES BOARD**

5 Courthouse - Government Center
6 West Bend, Wisconsin

October 13, 2011
1:30 p.m.

7
8 Present: Margaret McFadden, Herbert Tennes, Paul Ustruck, and Darlene Vosen.

9
10 Excused: Carol Puerling, Paul Rice, and Beverly Schroeder.

11
12 Absent: Kieth Kriewaldt.

13
14 Also Present: Sue Cantrell, West Bend Community Library; Michael Gelhausen, Hartford Public
15 Library; Roberta Olson, Germantown Community Library; Jennifer Einwalter, Slinger Community
16 Library; Mary G. Lemke, Chief Deputy Clerk.

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

19
20 **MINUTES OF AUGUST 11, 2011**

21 Moved by Ms. Vosen, seconded by Ms. McFadden to approve the August 11, 2011, Library Services
22 Board minutes as presented. Motion carried.

23
24 **REVIEW OF QUARTERLY CIRCULATION STATISTICS**

25 Ms. Cantrell presented and reviewed the third quarter 2011 Circulation for Washington County Library
26 Services.

27
28 Moved by Ms. McFadden, seconded by Ms. Vosen to accept the third quarter 2011 circulation statistics
29 for Washington County Library Services Board. Motion carried.

30
31 **AUTHORIZE PAYMENT OF 2011 QUARTERLY DISTRIBUTION**

32 Moved by Ms. Vosen, seconded by Ms. McFadden to approve the fourth quarter distribution for 2011,
33 based on the third quarter, 2011 circulation.

34
35 **4th Quarter Distribution**

36 West Bend	\$130,867
37 Germantown	\$ 65,654
38 Hartford	\$ 28,751
39 Kewaskum	\$ 17,188
40 Slinger	<u>\$ 41,387</u>
41 Total	\$283,847

42
43 Motion carried.

44
45 **AUTHORIZE PAYMENT OF ANY OTHER 2011 INVOICES**

46 Moved by Ms. Vosen, seconded by Ms. McFadden to make payment on the outstanding obligation to
47 the City of West Bend for the third quarter Outreach Services Librarian in the amount of \$7,326.80.

48 Motion carried.

49
50 **DISCUSSION ON INTER-COUNTY LIBRARY PAYMENTS**

51 Mr. Ustruck informed the committee that Ms. Jaszewski received from Frank L. Weyenberg an inter-
52 county payment request for 856 circulations for the Town of Germantown, but they cannot provide
53 back-up documentation.

1 The committee decided to have Mr. Ustruck instruct Ms. Jaszewski to contact Eastern Shores to try to
2 determine eligibility of the Town of Germantown circulations.

3
4 **EDUCATING COUNTY RESIDENTS ON INTER-COUNTY LIBRARY PAYMENTS**

5 Mr. Ustruck will continue his campaign to inform Washington County residents of inter-county library
6 payments made by Washington County to out of county libraries when unserved Washington County
7 residents use a library located in a neighboring county. Mr. Ustruck stated that he will be attending
8 meetings with the Town of Erin and the Village of Richfield regarding this issue.

9
10 **2012 COUNTY LIBRARY BOARD BUDGET**

11 Mr. Ustruck stated that he presented the 2012 County Library budget to both the Finance and Executive
12 committees. The 2012 base level budget of \$1,631,917, passed both committees.

13
14 **UPDATE ON PROPOSED OR PENDING LEGISLATION**

15 Mr. Ustruck stated that there was nothing to report.

16
17 **SYSTEM UPDATE**

18 Mr. Ustruck stated that there was nothing to report.

19
20 **LIBRARY DIRECTORS' REPORTS**

21 Michael Gelhausen - Hartford Public Library – Mr. Gelhausen stated that the library is closed October
22 3rd through October 23rd to move to the new Jack Russell Memorial Library. The Library will open
23 Monday, October 24th, 2011. The dedication and Community Open House will be on Sunday,
24 November 13, 2011, from 1:00 p.m. to 4:00 p.m. with a program at 2:00 p.m. and all are invited.

25
26 Jennifer Einwalter - Slinger Community Library – Ms. Einwalter stated that right now they are seeing
27 quite a few people from the Hartford Library.

28
29 Sue Cantrell - West Bend Community Library – Ms. Cantrell stated they added a Time Management
30 System to the Internet. Now patrons do not have to sign a piece of paper to go onto the internet they just
31 go to the station and sign on and this new system documents times, which is cutting down on staff time.
32 A network printer was also put in, and patrons now have to pay for their printing project prior to
33 printing. At the end of this month four more children stations will be added. A cost estimate for the
34 proposed park at the West Bend Library should be coming in soon. The Library is investigating placing
35 surveillance cameras in the library.

36
37 Roberta Olson - Germantown Community Library – On November 12th Friends of the Library will be
38 starting their 5th holiday annual book and basket sale and every dollar they make the library receives.

39
40 **NEXT MEETING DATE**

41 The next meeting date is tentatively scheduled for Thursday, January 12, 2012, at 1:30 p.m. in Room
42 2024 of the Government Center.

43
44 **ADJOURNMENT**

45 Moved by Ms. McFadden, seconded by Ms. Vosen to adjourn the meeting at 2:20 p.m. Motion carried.