

**GREENDALE PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**MINUTES**

**DATE: November 13, 2013**

Present: Cooley, Hegge, Jensen, Mares.

Also Present: Gary Warren Niebuhr, Library Director

Laura Wilcox, President, Greendale Public Library Foundation, Inc.

Kate Dombrowski, Greendale Public Library Foundation, Inc.

Barb Johnson, Greendale Public Library Foundation, Inc.

President Mares called the meeting of the Greendale Public Library Board of Trustees to order at 5:02 p.m. in the Community Meeting Room of the Community Learning Center.

Library Director Niebuhr stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

President Mares welcomed Vicky Jensen to the Library Board as a new member.

President Mares welcomed the members of the Greendale Public Library Foundation, Inc., Board of Directors. President Mares thanks the Foundation member for all they do on behalf of the Library and suggested their role in the Community Learning Center development was and will be crucial. The President thanked the Foundation for supporting the RFID project. The Director suggested that the time had come to forward to the Library the \$10,000 pledge for RFID that the Foundation had offered for 2013. The Director also reviewed the annual budget from the Foundation that funds all the Library programs and the purchase of all the non-print materials (with the exception of DVDs). A discussion was held on the Pancake Breakfast and whether to hold another in 2014. President Wilcox informed the Board that the Foundation is planning financial workshops for participants that will have a donation component.

**MINUTES**

The minutes for the October meeting were not forwarded to the Board. These minutes will be approved at the December meeting.

**VOUCHERS**

Trustee Cooley moved, Trustee Hegge seconded approval of the vouchers for November, 2013, in the amount of \$15,084.41.

Ayes: Cooley, Hegge, Jensen, Mares.

Noes: None.

**REVENUES**

The revenues were noted.

**CLERK TREASURER'S REPORT**

The Clerk Treasurer's Report was noted.

## CITIZEN'S COMMENTS

See Joint Meeting above.

## UNFINISHED BUSINESS

The President reviewed the action from the last CLCAC meeting. The CLCAC is working on approving Operating and Programming Policies. The CLCAC is interested in developing a brand for the CLCAC for information and marketing purposes.

The Director informed the Board that the second RFID station is in place at the bridge to the Parking Street entrance. The Director also informed the Board that the display boards for the community information center are in and need to be installed by DPW staff.

A discussion was held on improvements to the CLC including additional handicapped parking in the Health Department lot at the Parking Street entrance, reserved spots for Health Department users only during the day, signage on the building and lighting at the Parking Street entrance.

The Director reviewed the proposals for the electrical work in the computer area of the Library.

Trustee Cooley moved, Trustee Hegge seconded, a motion to approve the electrical bid for the computer area with the electrical approach being from the ceiling, for a cost of no more than \$4500.

Ayes: Cooley, Hegge, Jensen, Mares.

Noes: None.

The Director informed the Board that the budget review with the Village Board did not create any new business for the Board.

## NEW BUSINESS

None.

## CORRESPONDENCE

None.

## PRESIDENT'S REPORT

None.

## DIRECTOR'S REPORT

As presented.

## GREENDALE PUBLIC LIBRARY FOUNDATION, INC., MONTHLY REPORT

None.

## CALENDAR

None.

## DISCUSSION

None.

## ADJOURNMENT

The meeting adjourned at 5:58 p.m.

Respectfully submitted,  
Gary Warren Niebuhr  
Library Director

Nov. 13: Joint Meeting with Foundation Board officers; Dec. 11: Review of Library Plan; Jan. 8: Library Director Review & Review of Library Board Policies; Feb. 12: Open; March 12: Annual Report; April 9: Open; May 14: Open; June 11: General Budget Review & Director Mid-Year Review & Elections; July 9: Open; Aug. 13: Third Budget Review; Sept. 10: Third Quarter Review of the Library Director; Budget to Village Manager; Oct. 8: Budget to Village Board;