

MAYVILLE PUBLIC LIBRARY BOARD MEETING

MAY 8, 2008

The meeting was called to order at 6:00 PM by President Helen Heinrich. Present: B. Pagel, G. Larson, J. Schultz, V. Reehl, T. Heron, R. Bieri, H. Heinrich, and Librarian Alixe Bielot.

Minutes: V. Reehl moved to approve the minutes of the April 10, 2008 meeting. The motion was seconded by J. Schultz; motion unanimously approved.

City Budget Report: After review, B. Pagel moved to approve the April, 2008 City Budget report; seconded by V. Reehl; motion unanimously approved.

Payment of Bills: After review the motion to approve payment of the April, 2008 bills was made by J. Schultz; seconded by T. Heron; motion unanimously approved. The totals for May, 2008 are as follows: General Fund: \$5,281.98; Dodge County: \$383.47 Library Trust: \$6,678.17, Total: \$12,342.93.

Library Treasurer's Report: B. Pagel moved to approve the May, 2008 Report, seconded by V. Reehl; motion unanimously approved.

Librarian's Statistical Report: G. Larson moved to approve the May, 2008 Report as presented, seconded by V. Reehl; motion unanimously approved.

Librarian's Director's Report: (A) MEETINGS ATTENDED: Alixe attended the Law workshop at Mid-Wisconsin Fed. Lib. System headquarters. (B) BUILDING: The carpeting was cleaned by Spot Doctor – the first of two cleanings scheduled for the year – spot cleaning will be done on an “as needed basis”. (C) AUTOMATION/UPDATE: On 4/27 VNC software was installed on all public access computers – this allows the staff to monitor the public internet computers from the circ desk, if needed. (D) STAFF UPDATES/ACTIVITIES AND OTHER ITEMS OF INTEREST: A staff meeting with entire staff present (with the exception of Rose Wild) was held on 4/26.

Unfinished Business: (A) DISCUSS BUILDING PROGRAM DOCUMENT BASED ON LIBRARY FEASIBILITY STUDY: Discussion of various items continued with nothing finalized until funding has been secured. (B) Item 1 (Mission Statement and library roles) and Item 2 (Acceptable Use Policy for Internet) were tabled till the next meeting.

New Business: (A) RECORD RETENTION POLICY: G. Larson moved that we adopt the State of Wisconsin General Records Schedule, Library Operations and Related Records (August 2006) as related to the operation of the Mayville Public Library, seconded by T. Heron; motion unanimously carried. (B) WIRELESS INTERNET: Alixe gave a brief update on installing wireless service at the Library.

The next meeting will be on June 12, 2008, at 6:00 PM. Motion to adjourn by G. Larson, seconded by J. Schultz; motion unanimously approved with adjournment at 7:00 PM.

Barb Pagel, Secretary