

Village of Vesper - Library Board of Trustees
Lester Public Library of Vesper, 6550 Virginia Street, Vesper WI 54489
5:30pm, Tuesday, April 12, 2011
Meeting Minutes

Board Members Present: Andrea Pecher, Dan Vollert, Terry Whitmore, Diane Kohls, Sharon Bean

Board Members Absent: Jennifer Pfefferkorn, Don Brehm

Others Present: interim Director Kristin Laufenberg, Bob Cline, and Ruth Cline

1. The meeting was called to order by Secretary Terry Whitmore at 5:35pm.
2. No public comment
3. Approval of minutes from March 8, 2011 meeting: With no corrections to be made, Sharon Bean made a motion to approve the March 8, 2011 minutes. Dan Vollert seconded, and the motion carried.
4. Treasurer's Report: Kristin noted that the time periods changed with the change of banks, so there may be the same deposit noted in March and April. Also, the Cintas bill was higher this month because there were five weeks in April (they come every four weeks). Dan Vollert made the motion to approve the report, Sharon Bean seconded. The motion carried.

Payroll audit: Dan Vollert made a motion to approve the payroll, Diane Kohls seconded. The motion carried.

5. Director's Report: The Game Night in March was very successful, with 43 people in attendance. The bake sale that night made \$21.75. It is currently National Library Week; cookies and coffee are being provided for free, and children are completing scavenger hunts. An egg hunt and bake sale are planned for Easter weekend; sign-up for the bake sale is ongoing. May programming ideas include a bubble party. There is an old computer in the furnace room, which Jeanette would like to buy for \$35. Kristin is of the opinion that the library doesn't need it; Ruth noted that it was donated by the Marshfield Library, and Terry noted that it's an old computer. Terry made a motion to sell the computer to Jeanette, and Sharon Bean provided the second. Motion carried. Kristin was approached by the Lion's Club to attend their dinner next week and give a brief talk about the library. The Lion's Club would like to give some money to the library; Kristin will present them with several ideas, including window shades, a summer reading performer, a second signboard, the Libri Foundation match.

6: Friend's Report: \$17.25 made in the book sale in March. Waiting to help Kristin with programs and planning. \$1/bag sale is going well.

7. Master Gardener's Report: The Master Gardeners will be cleaning up the grounds for spring. Team will meet and discuss goals re. the grant they received. 'Spring Into Spring'

program planned for Thursday at 6:30pm. Plans are in the works for a hands-on program with the Alternative School.

8. New Business:

Rugs: Kristin noted that our contract with Cintas will expire at the end of May. Kristin will research rug prices from Cintas, Sam's Club, etc.

Open director position: Kristin stated that she would like to remain in the director's position until she leaves the library. The board discussed a hiring timeline, and plans to discuss advertising the position in May. Kristin will work on a sample job description for the director's position.

Hiring Committee: Previous hiring committees included library board members and community members. Next hiring committee will ideally include two board members and three community members.

May Day / Vesper Day: Ruth Cline will not coordinate the rummage sales this year; she will advertise it in the paper. Kristin will discuss library programming for this day with Jeanette; possibilities are cake, coffee, and juice available at the library on that day.

9. Old Business:

Staples: Kristin has to return the application for a charge account.

Library hours, after-hours meetings: There have been no complaints regarding new hours. It was discussed that after-hours meetings would have to fall within Kristin's 18-25 hours/week.

Summer Reading Update: Kristin is drafting letters to past donors to the program.

Board Appointments: Nothing to report. Kristin and board members will continue to talk to village residents about it.

Berry Company: The ad was taken care of in January. The bill will come sometime over the summer.

April 23 bake sale: See director's report. Kristin will research prices for bakery items.

10. Next agenda items: Rugs, hiring committee, open director's position, new board members and board appointments.

11. Next meeting date: May 10, 2011 at 5:30pm.

12. Adjournment: Dan Vollert made the motion to adjourn at 6:35pm. Sharon Bean provided the second and the motion carried.