

Village of Vesper - Library Board of Trustees
Lester Public Library of Vesper, 6550 Virginia Street, Vesper WI 54489
5:30 p.m., Tuesday, March 8, 2011
Meeting Minutes

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

Absent: Jennifer Pfefferkorn and Don Brehm

Others Present: interim director Kristin Laufenberg and Ruth Cline

1. Meeting was called to order by Board President Andrea at 5:35pm.
2. No public comment.
3. Approval of minutes from February 8, 2011 meeting: With the corrections provided last month, Terry Whitmore made a motion, which was seconded by Sharon Bean, to approve the February 8, 2011 minutes. Motion carried.
4. Treasurer's Report: A discrepancy was found as the February 2011 operation budget total did not match February receipts/disbursements report. The Personnel – Social Security total was found to be incorrect on the operating budget; Kristin Laufenberg will correct the mistake in the computer copy. With those corrections, Sharon Bean made the motion to approve the February report. Terry Whitmore provided the second and the motion was carried.

Approval of monthly expenditures: It was noted that the cost of washing the rugs has increased by \$5 / month. The decision was made to look for alternatives to Cintas, such as Sam's Club or the catalog, in order to save money. It was also discussed that Kristin should break down her purchases into the supplies and programming categories to increase transparency. Kristin will also look into the Staples charge account. Dan Vollert made the motion to approve the payables; Terry Whitmore provided the second and the motion was carried.

Payroll Audit: Terry Whitmore made a motion to approve the payroll. It was seconded by Dan Vollert. Motion carried.

5. Director's Report: Kristin announced the library's receipt of the Libri Foundation grant, and the inquiry to the Mead Witter Foundation to provide the initial money for the grant. March programming ideas were discussed; it was decided that a puppet show by the Girl Scouts, game night, and mini-bake sale will take place on March 28, 2011. Kristin passed along Jeanette's gratitude to the board for allowing the baby shower to be held at the library. Kristin also brought up the idea of changing the library's hours, adding another morning and more evening hours. The board agreed to the change in hours, which Kristin will implement before the end of the month.

6. Friend's Report: Book sales for February amounted to \$13.10.

7. Master Gardener's Report: The Master Gardeners received a \$500 grant. Ruth and Kristin are discussing potential programs in April, including something for National Library Week and working with the Alternative School

8. New Business

Bake Sale: It was decided that a bake sale will be held on 4/23, as well as a smaller sale on 3/28.

9. Old Business

Summer Reading Update: Another performer has been added to the Summer Library Program – the Park Institute will perform a tae kwon do demonstration, free of charge. Kristin also received the Upstart themed items, and displayed this year's tee-shirt.

Annual Report: Our annual report has been accepted.

Board Appointments: Nothing to report

Berry Company Ad: Despite repeated attempts, the Berry Company will not return Kristin's phone calls.

10. Next agenda items: Library rugs, board appointments, bake sales, Staples account

11. Next meeting date: April 12, 2011 at 5:30 p.m.

12. Adjournment: Dan Vollert made the motion to adjourn at 6:20pm; seconded by Sharon Bean. Motion carried.