

Minutes April 19, 2016
Edward U. Demmer Memorial Library
Library Board of Trustees Meeting

Trustee Attendance: Dianna Blicharz, Steve Garbowicz, Paul Kaiser, Catherine Marshall, Kathleen Olkowski, Vicki Reuling, Laura Wipperman

Absent:

Other Attendees: Erica Brewster

Vicki Reuling called the meeting to order at 4:31 p.m.

Agenda:

Motion by Paul Kaiser, seconded by Catherine Marshall, to approve the agenda in any order. All ayes, motion carried.

Approval of Minutes: Motion by Catherine, seconded by Dianna Blicharz, to approve the minutes of the March 10 joint meeting with the Town of Three Lakes Supervisors as presented. All ayes, motion carried. Motion by Laura Wipperman, seconded by Paul, to approve the March 15, 2016 regular meeting with corrections as discussed. All ayes, motion carried. Motion by Dianna, seconded by Kathleen Olkowski, to approve the April 7, 2016 special meeting minutes as presented. All ayes, motion carried. Motion by Dianna, seconded by Catherine, to approve the April 8, 2016 joint meeting minutes with the Town of Three Lakes Supervisors as presented.

Correspondence:

Committee Reports:

Friends of the Demmer Library: There was no sale in March due to the Easter holiday. The next sale will be April 23.

Three Lakes Public Library Foundation: The Foundation met on Monday, April 18. Vicki reported that the conversation was around planning for Spring Fling, May 26, 2016. Tickets are now available at the library circulation desk.

Oneida County Library Board: The Oneida County Library Board has not met since the last meeting. Next meeting will be in July.

Director's Report:

Catherine asked for clarification of the cost of the ScanPro. Erica stated that the 1100 would cost approximately \$8000 for the machine and the 3000 runs approximately \$12,500. The main difference between the two is the quality of the lens and a few software difference. The 1100 could be upgraded to a 3000 at a later date, though the cost would be approximately equal in the end.

It was noted that the cost seems quite high for a piece of equipment that has limited demand. Erica explained that many smaller newspapers and other archives will be held on microfilm for many years in the future, perhaps indefinitely, as the manpower cost of digitizing old records and storing digital files and making them available online is prohibitive. The new scanner would offer be a significant upgrade for research purposes namely: images could be captured and e-mailed and stored digitally by the end user rather than printed out in hardcopy, and also the software is capable of word searching the microfilm, which vastly improves the speed of research.

The board asked if users could be charged to recoup some of the cost. Erica stated that yes it is possible, but most of the regular users are donating \$500, \$1000 towards the project. Also, she has contacted the Historical Society to see if they would be willing to contribute the cost of a piece of equipment that would directly benefit their services.

The Fraiser's estimate for fixing the lower level HVAC was placed on file for future use in capital budgeting.

Budget Review:

Motion by Laura, seconded by Paul, to approve vouchers 43 - 56 for March-April 2016 for payment from the Town Account and Special Account. Kathleen asked for clarification on the V-Cat charge in Voucher 56; Erica explained that that was the annual membership fee paid to WVLS for maintaining membership in the V-Cat system and all the benefits of the shared ILS. All ayes, motion carried.

The quarterly transfer for fines and copier income were reviewed.

The 2016 expenditures to date were reviewed.

Old Business:

- **Building Renovation:**

The Town Annual Meeting will be held at 5:30 PM, immediately following this meeting. At the last joint meeting with the Town Board Supervisors, it became clear that there was an intention to bring the authorization to construct before the electors at the Town Annual Meeting. Discussion of the referendum was tabled per the outcome of the Annual Meeting.

A workshop was held on Wednesday, April 13, to orient participants to the process of participating in the Town Annual Meeting. Discussion clarifying process and how it applies to tonight's meeting followed.

Questions regarding the Three Lakes Christian Food Pantry were also raised.

- **Trustees Essentials, Chapter 10:**

In light of Annual Meeting at 5:30, tabled until the next meeting.

New Business:

- **Worksite wellness proposal:**

No new news – will be updated as needed at future meetings.

Comments from citizens:

There were no citizen comments.

Next Meeting: May 17, 2016, 4:30 p.m.

There being no further business, the meeting was adjourned at 5:23 p.m.

Respectfully submitted: Erica Brewster, Director