

Approved Minutes
Monona Library Board
Library Board Room
February 17, 2010

Library Board Present: Andrew Taylor (presiding), Edward Van Gemert (Vice-President), Val Edwards, Mary O'Connor, Ben Redding, Melissa Zietz.

Also Present: Demita Gerber, Sally Buffat, and Erick Plumb.

Absent with prior notification: Jim Busse

I. Call to Order

Board President Taylor called the meeting to order at 7:03 p.m.

II. Public Appearances

None

III. Consent Agenda

- a. Minutes of January 19, 2010 meeting
- b. Financial Report for January 2010
- c. Monthly bills for January 1 – February 9, 2010

Trustee Van Gemert moved, seconded by Redding, to approve this month's Library Board Consent Agenda. Motion passed.

IV. Information Items and Library Administration Report

Trustee O'Connor asked if the Teen Advisory Board had been nominated for the Mayor's Award. We will need to check with Alderman Busse.

Discussion about and praise for the article in the Business Section of the Wisconsin State Journal featuring Director Gerber (Sunday, February 14, 2010, "From overdue fines to library director" by Patricia Simms). Director Gerber expressed embarrassment that the interview was so focused on her when there is a whole team to celebrate at the library. We are glad for the coverage of Booked for Life and the need for fundraising.

Director Gerber announced the hiring of two new library employees: Lisa Jo Von Allmen as a Library Assistant I. Her strength is web page development and Bridget Magee as a Page I. She formerly worked in a school library. The Library is also working with Katie Morgan as an intern from the School of Library & Information Sciences, who is assigned her for the semester.

There was a brief discussion about the Library phasing out its books on tape collection. While we regret doing it, the demand is quite low and it is a diminishing collection.

It was noted that Karen Wendt represented the Library with an on-location Story Time at the grand opening of new Monona business Happy Bambino, a boutique that specializes in maternity and young children's fashion and equipment. This type of outreach brings new users to the library and gets the message out regarding the importance of early literacy training.

V. Closed Session

Zietz moved, seconded by O'Connor, to go into closed session, under Wisconsin Statutes Section 19:85(1). Motion passed unanimously.

VI. Reconvene in Open Session under Wisconsin Statutes 19.85

Redding moved, seconded by O'Connor, to approve resuming the meeting in open session, under Wisconsin Statutes Section 19.85(1). Motion passed unanimously.

VII. Action Items to Approve

a. Statement Concerning Public Library System Effectiveness

Van Gemert moved, seconded by Zeitz, to approve Statement Concerning Public Library System Effectiveness. Motion passed unanimously.

b. Draft of Annual Report to the State

Director Gerber read aloud Page 8 of the State Report, "Public Library Assurance of Compliance with System Membership Requirements", which got left out of the Board Packet (see attached). It was noted that the Board must rely on the Director to fill out the form completely and accurately.

Van Gemert moved, seconded by Zeitz, to approve the Annual Report to the State. Motion passed unanimously.

VIII. Announcements

Van Gemert expressed his curiosity about what is to be done regarding the \$6,500 yet to be raised for the Madison Community Foundation matching grant. There was a general discussion about sources yet to be tapped, such as WalMart or the Monona State Bank. The Board wondered if the funds were matched only if the Library hit its target of \$100,000. Director Gerber clarified that the 50% match is for as much as we raise. The work of following up on pledge fulfillment continues.

There will be an Early Literacy Open House the evening of April 12 to showcase the Early Literacy Program and to showcase items purchased with funds from the Pie Party.

IX. Adjournment

Zietz moved, seconded by Van Gemert, to adjourn. Motion passed.
President Taylor adjourned the meeting at 7:57 p.m.

The next regular meeting of Monona Library Board will be held at 7:00 p.m. on Tuesday, March 16, 2010, in the Board Room of the Monona Library Building.

Recorder: Sally Buffat

Approved: March 16, 2010

XIII. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

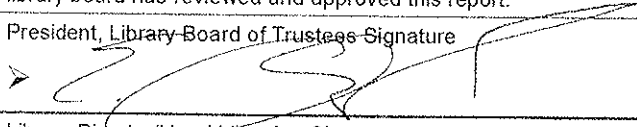
We hereby assure the Public Library System of which this library is a member and the Division for Libraries, Technology, and Community Learning, Department of Public Instruction that this Public Library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-93].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and county library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.52(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in your public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's electronic database only to its residents. [s.43.15(4)(c)4].
- In 2009, the library received funding from the library board's governing body or, for a joint library, its governing bodies, at a level not lower than the average of such funding received for the previous three years [s. 43.15(4)(c)5].
- For 2010, the library received funding from the library board's governing body at a level not lower than the average of such funding received for the previous three years [s. 43.15(4)(c)5].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s.43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library, beginning in 2008, annually, is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library, beginning in 2008, annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XIV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

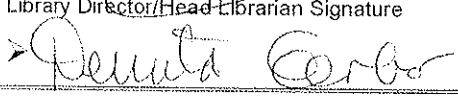
President, Library Board of Trustees Signature



Date Signed

2/19/10

Library Director/Head Librarian Signature



Date Signed

2/19/10

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement with the appropriate wording indicated (that the library system either did or did not provide effective leadership and adequately meet the needs of the library) must be approved by the library board. The decision about whether the library system did or did not provide effective leadership and adequately meet the needs of the library should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities. The statement may be sent directly to the Division for Libraries and Community Learning (DLCL), c/o John DeBacher, P.O. Box 7841, Madison, WI 53707-7841. This page need not be forwarded to your library system.

The Monona Public Library Board of Trustees hereby states that in 2009, the South Central Library System
(Name of Public Library) *(Name of Your Public Library System/Service)*

Indicate with an X one of the following two statements.

Did provide effective leadership and adequately meet the needs of the library.

Did not provide effective leadership and adequately meet the needs of the library.

Explanation of library board's response. *Attach additional sheets if necessary.*

CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to your public library system.

President, Library Board of Trustees Signature



Date Signed

2/19/10