

BREWER PUBLIC LIBRARY
MINUTES OF THE LIBRARY BOARD
JANUARY 5, 2004

Present: Carol Clausius, Nancy Keegan, Larry Loomis, Kay Niles, Lewis VanVliet, Carey Bradley; Michele Nolen-Karras, Library Director; Ed Tiegs, Children's Librarian. Absent: Norm Sandmire, Elda Fry, Janet Parr.

I Meeting was called to order by President Larry Loomis at 5:00.

II President Loomis indicated that the meeting was properly noticed.

III Approval of Minutes of December 1, 2003, meeting: A motion was made by Lewis VanVliet, seconded by Carol Clausius, to approve minutes of the previous meeting. Motion carried.

IV Approval of Agenda: A motion was made to approve the agenda by Carol Clausius, seconded by Nancy Keegan. Motion carried.

V Director's Report:

- Valerie Mangion is the new employee at ten hours per week.
- The monthly budget was reported.
- Kathryn will prepare the monthly budget report, beginning in January.
- Bat devices have been purchased.

VI Standing Committee Reports:

- Nancy Keegan, Personnel Committee, reported on the recent hiring.

VII Reports from City and County Representatives:

- No reports

VIII T-1 line:

- Michele reported that the current cost is \$100 per month. There would be a rebate should we change. She is asking for an estimate for DSL from REC.
- Discussion followed.

IX Long Range Planning Committee:

- Lisa Rewald reported that the committee will meet on Thursday, January 8, at 3:30pm.

X Friends of the Library:

- Asenath LaRue reported that FOL approved the library's attic refurbishing. They are going to discuss planning for upcoming events such as speakers, and fund raising at their next meeting, at 2:00 pm on Friday, January 9, 2004.

XI Approval of Monthly Bills: A motion was made by Lewis VanVliet, seconded by Carey Bradley, to approve the bills presented. Motion carried.

XII Closed Session: A motion to go into Closed Session per WI Statute 19.85(1)(c) to discuss director's one year evaluation was made and seconded. Motion carried.

XIII Open Session: Motion by Nancy Keegan, seconded by Carol Clausius, to move out of Closed Session. Motion carried.

XIV Review One-year Evaluation: Motion by Carol Clausius, seconded by Carey Bradley, that Larry Loomis meet with Michele Nolen-Karras and review her on-year evaluation. Motion carried.

XV Other Business:

- Lewis VanVliet commented on the IRS documents cluttering the entry hall. Discussion followed.

- The Annual Meeting of the Library System is Friday, January 9, at 6:00pm.

The next meeting of the Library Board will be on February 2, 2004.

XVI Adjournment: Motion by Carol Clausius, seconded by Nancy Keegan, for adjournment. Motion carried.