

**Oscar Grady Library Board
Meeting Minutes**

February 28, 2012

Members and Guests Present

Members Present: Jen Gerber, Kay Hamann, Laure Herlinger, Rose Hass Leider, Hope Mullins, Heidi Rettler, and Joann Wiesner.
Not Present: Joe Caban, Sonia Lear.

1) Call to Order

Joann Wiesner called to order the meeting of the Oscar Grady Library Board at 6:00P.

2) Statement of Public Notice

The Statement of Public Notice was properly posted.

3) Citizen Comments

There were no citizen comments.

4) Approval of Minutes from Last Meeting

The minutes of the January 10, 2012 meeting were approved as submitted.

5) Financial Report

A motion was made, seconded, and passed authorizing payment of the January 2012 bills.
A motion was made, seconded, and passed accepting the January 2012 Financial Report.

6) Video Surveillance & Network Access

J. Gerber reported that the installation went very well. The in-house monitoring system is running. The remote access via the internet portion is not functional due to ESLS network security requirements. Even though there is a secure URL, Paul Onufrak from the ESLS IT department does not feel it is secure enough.

Paul would be willing to put access onto the Chief of Police's desktop & smart phone and well as onto J. Gerber's laptop and smart phone, with both persons providing their passwords and allowing 24-hour access to their equipment. The Police Department does not wish to do this due to the sensitive nature of police information.

An outside contractor felt that the ESLS requirement was not warranted. The contractor proposed a DMZ access option with extra security levels.

The board discussed the situation and requested that J. Gerber invite David Weinhold and Paul Onufrak from ESLS to a meeting to discuss this issue. The other ESLS library boards and directors would also be invited to attend, since this issue could affect their libraries in the future.

7) Statement Concerning Public Library System Effectiveness – Recommendation for Annual Report

J. Gerber asked the board about this statement for the 2011 annual report; it is a yes/no answer. The board response was to choose 'no', based on the Fond du Lac issue.

8) Phone System Upgrade

The phone system needs to be upgraded or replaced to fix problems with dropped calls, transfer issues, and voicemail access problems. J. Gerber is getting quotes. The board made, seconded, and passed a motion authorizing J. Gerber to purchase a new phone system from the Technology budget line, not to exceed \$6000.

9) Director's Report

358 rental DVDs were checked out in January, generating \$358 in revenue. The patrons really like the service and staff has received a lot of positive feedback.

The video cameras are installed and running. The installer did a wonderful job installing all the cameras.

Computer classes on Internet Basics, E-mail, and Downloading Digital Content were taught by Kim; all were filled and there was a lot of positive feedback on the class content and on Kim's teaching style.

GoToMeeting web conferencing software was purchased at an extreme discount through www.techsoup.org. The cost was \$50; the regular price is \$600.

The review of the state annual report and Danny Cook's Eagle Scout project will be on the March agenda.

a) Circulation Statistics

The circulation statistics for January & February will be available in March.

b) Internet Use

Internet use for January & February will be available in March.

c) Website Statistics

The website hits and top pages for January & February will be available in March.

d) People Counter

The people counter entries & exits for January & February will be available in March.

10) Communications

None.

11) Other Matters

None.

12) Adjournment

A motion was made, seconded, and passed to adjourn the meeting at 7:02P after setting March 13, 2012, as the next meeting date.

Minutes respectfully submitted by: Heidi Rettler