

**Oscar Grady Library Board
Meeting Minutes**

May 22, 2012
Revision 1: June 12, 2012

Members & Guests Present

Members Present: Naomi Bruecker, Joe Caban, Jen Gerber, Sonia Lear, Heidi Rettler, and Joann Wiesner.
Not Present: Kay Hamann and Hope Mullins.

1) Call to Order

Joann Wiesner called to order the meeting of the Oscar Grady Library Board at 6:02P.

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 March 13, 2012 meeting were approved as submitted.

5) Financial Report

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

6) Children's Services Position Description

J. Gerber proposed updates to the position description for the Library Assistant II, Children's Services position after the recent retirement and promotion.

The following changes were made: The position is now permanent part-time. Items B. 2), B. 6) and B. 8) were added, making the position responsible for materials purchasing, keeping abreast of trends in children's literature, and acting as the liaison to Saukville Elementary School. The final addition was to Item D. Education and Experience; a college degree is preferred.

A motion was made, seconded, and passed, accepting the revisions to the position description.

7) Director's Report

139 rental DVDs were checked out in March and 131 in April, generating \$628 in revenue for the year.

Naomi Bruecker was welcomed to the board; she is replacing Laure Herlinger. Rose Hass Leider, Ozaukee County Representative, will be stepping down from the board.

Julie Gallo has been promoted to the Children's Services position. Kristin Wall was hired to replace Julie for the 20-hours/week position. She has been here for about a week. Hope Lawrence has been hired has accepted for the 8-hours/week position. She will start May 31st.

There will be an Adult Program entitled 'Finding Reliable Health Information On-line' on June 5, 2012. It will be presented by Aurora Medical Center, Grafton.

David Weinhold, the ESLS System Director, announced his retirement effective June 8, 2012. The ESLS board is considering alternative staffing arrangements at this time.

1) Circulation Statistics

The circulation statistics were 7,924 for March and 7,331 for April.

2) Internet Use

Internet use was 833 for March and 861 for April.

3) Website Statistics

The website hits were 3,998 for March and were 4,072 for April.

The top pages for March were Director's Page, One Book, One Community page, and E-books. The top pages for April were Technology & Computer Skills page, Director's Page, and E-books.

4) People Counter

The people counter entries & exits were 9,127 for March and 9,512 for April.

8) Communications

J. Gerber shared with the board a wonderful thank you to the library from a patron via the website.

9) Other Matters

The annual meeting will take place in June this year.

10) Adjournment

A motion was made, seconded, and passed to adjourn the meeting at 7:07P after setting June 12, 2012, as the next meeting date.

Minutes respectfully submitted by: Heidi Rettler