

# **Oscar Grady Library Board Meeting Minutes**

July 10, 2012

## **Members & Guests Present**

Members Present: Joe Caban, Jen Gerber, Kay Hamann, Sonia Lear, Hope Mullins, Heidi Rettler, and Joann Wiesner.

Not Present: Naomi Bruecker.

### **1) Call to Order**

Joann Wiesner called 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 June 12, 2012 meeting were approved with revisions.

### **5) Financial Report**

A motion was made, seconded, and passed authorizing payment of the June 2012 bills.

A motion was made, seconded, and passed accepting the June 2012 Financial Report.

### **6) Director's Report**

Envisionware goes live on 07/11/2012; it is the program for logging in and tracking user time on the public computers. It will allow wireless printing from laptops, parental internet controls, and overrides for exams lasting more than 1 hour. The Internet Policy will be updated to reflect this installation.

The staff received a 1% increase in July. The library applied for and was awarded Department of Workforce Development staff hours. Mark started a few weeks ago, performing Page duties until mid-August. A high school student will be performing community service hours at the library for three days a week until her project is completed. A new custodian has been hired for the PM shift. The AM shift position is still open.

Dan Cook's Eagle Scout project is going well; J. Gerber will be meeting with Dan, Mr. Cook, and the Village DPW representatives to begin the construction process.

The Summer Program is going well in the Children's and Adult & Teen areas. The Ozaukee Press wrote a nice article about the "Bizarre History of Wisconsin" program on June 27<sup>th</sup>. The Cupcake event was well received – there were about 30 attendees. There has been a higher participation in the Adult & Teen programs compared to last year.

#### **1) Circulation Statistics & Rental DVDs**

The circulation statistics were 6,855 for June, down from last year. Jen will run a circulation by collection report for next month's meeting. 115 rental DVDs were checked out in June, generating \$857 in revenue for the year.

#### **2) Internet Use**

Internet use was 903 for June, up from last year.

#### **3) Website Statistics**

The website hits were 4,101 for June, up from last year. The top pages for June were Technology, E-books, and Director's Page.

### **7) Communications**

None.

### **8) Other Matters**

None.

### **9) Adjournment**

A motion was made, seconded, and passed to adjourn the meeting at 6:35P after setting Monday, August 13, 2012, as the next meeting date.

**Minutes respectfully submitted by:** Heidi Rettler