

Oscar Grady Library Board Meeting Minutes

December 12, 2017

Members & Guests Present

Present: Kris Becker, Joe Caban, Jen Gerber, Kay Hamann, Mary Jo Hansen, Sonia Lear, Hope Mullins, Heidi Rettler, Tyler Quaas.

Guests: Dave Boehler, Saukville Reporter, Ozaukee Press.

1) Call to Order

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

2) Statement of Public Notice

The Statement of Public Notice was properly posted.

3) Citizen Comments

None.

4) Approval of Minutes from Prior Meetings

The minutes of the October 10, 2017 meeting were approved as submitted. There was no meeting held in November 2017.

5) Financial Report

A motion was made, seconded, and passed authorizing payment of the October & November 2017 CSRF bills and accepting the October & November 2017 General Fund Financial Reports.

6) 2018 Budget

2018 Budget has been passed by the Village Board. The board approved the budget, including the 2% staff salary increase. The Library Assistant position was not approved.

7) Technology Expense – Aquos Board – 2018 CSRF

J. Gerber presented Aquos smart board information to the board. It would be a 60-inch board that can interface with the existing Sharp copier. The board would be used for story time & other library programs. The board can interface with Wi-Fi and be used for teaching technology classes, job-search related training, and community events.

The board can be leased; there are funds in the CSRF Technology Fund. J. Gerber proposed a 36 month lease with the cost of \$135/month, (\$1,624/year). The lease includes a \$1 buyout at the end of the lease period. The setup, cart, software updates, tech support & 3-year warranty is included in the lease cost.

A motion was made, seconded, and passed to enter into a 3-year lease for the Sharp Aquos Smart Board.

8) Technology Expense – Laptop Lab – General Fund Capital Expense

J. Gerber would like to purchase a laptop lab, consisting of 9 Chromebooks, software, licensing, support, & charging cart for patron use. The best price was through Monarch Library System; the cost for the complete package is \$2,584.

A motion was made, seconded, and passed to purchase a 9-Chromebook laptop lab & cart package for \$2,584 from Monarch Library System, with funds coming from the Technology Expense Fund.

9) Flooring Project – CSRF Capital Reserve Request

J. Gerber presented the flooring project to the board. There have been issues with the 1997-vintage carpet in various areas in the building; it is time to replace the flooring for wear & tear and safety.

A motion was made, seconded, and passed to approve the requested flooring project with funds to come from CSRF Reserve Fund.

A motion was made, seconded, and passed to enter into a contract with JL Business Associates of West Bend for the flooring project, with the cost not to exceed \$55,000.

10) Director's Report

Santa was here on December 6th, with 95 children attending. An anti-Grinch dust craft was done and a live Elf on a Shelf attended.

The Audiophile Records listening session on November 14th at Smith Bros. Coffee House in Port Washington was well attended; Martin Morante was a great DJ! Another event will be scheduled in the future.

11) Communications

None.

12) Other Matters

Food for Fines collected 3 bins of food during November; the details will follow. Over \$300 in fines were waived for the donations.

13) Adjournment

A motion was made, seconded, and passed to adjourn the meeting at 7:03P. The next meeting date will be Tuesday, January 9, 2018.

Minutes respectfully submitted by: Heidi Rettler