

Minutes are provided for informational purposes only. The official record can be obtained from the County Clerk's office. All minutes are unofficial until approved. Minutes are generally approved at the following meeting

**MEETING MINUTES
FEBRUARY 12, 2007**

The regular monthly meeting of the Pierce County Library Board (PCLB) was called to order on Monday February 12 at 4 P.M. in the Board room of the Courthouse by President, Dorothy Ahlgren. Other members present were: Connie Binkowski, Ina Murray, Tom Gunderson, and Loretta Wilbur. Sandra Weix was excused and Paul Barkla was absent. Joanne Baier, Librarian, was also present.

The minutes of the November 2006 meeting were approved on a motion from Binkowski and Gunderson. .

A motion to go into closed session for the purpose of performance evaluation for the librarian was made by Gunderson and Binkowski, at 4:07 P.M. Roll call vote: Binkowski-yes; Murray-yes; Gunderson-yes; Ahlgren-yes; Wilbur-yes. A motion to return to open session was received from Binkowski and Wilbur at 4:29 P.M. Roll call vote: Binkowski-yes; Murray-yes; Gunderson-yes; Ahlgren-yes; Wilbur-yes.

Murray moved and Binkowski seconded the following two part motion: (1) to accept the performance evaluation as presented, with a rating of "exceeds standard," thereby recommending the step increase for Baier. (2) Secondly, the board moved to recommend performance pay for Baier, if the F& P committee makes it available. The motion carried. Performance pay is recommended for the reasons cited in the evaluation summary on Baier's evaluation form.

The financial report was given by Baier as she distributed and reviewed the list of monthly bills. Gunderson and Wilbur moved to approve and forward to the finance committee. Motion carried.

The 2007 Books-By-Mail contract was explained by Baier. Binkowski / Gunderson moved to approve. Motion carried.

Joanne explained the library received 4,000 more catalogs than ordered. There was a mix up in the order between the IFLS office and at the printers. IFLS agreed to pay the extra costs and we can go ahead and use them! Joanne calculated it would cost \$464 to mass mail them. Murray and Gunderson moved to mail the 4,000 extra catalogs as long as there is postage money to cover the cost. Motion carried.

Earlier today Baier mailed 19,816 brochures – or 995 pounds -- for solid waste department,

saving them \$700 in postage. The project proved to be labor intensive.

Baier also reported on the Kenya project, the January department head meeting, her continuing education class and her recent news release on the swearing-in of officials.

Binkowski shared the success of the Plum City Library's English to Spanish class and the Wisconsin Library Association has invited their librarian, Jacquie Pooler, to speak at the annual convention. Congratulations to all! PCPL is also planning a 3 on 3 basketball fundraiser for which they already have 41 raffle donations. Ellsworth's library currently has 30 quilts on display. Their knitting and crocheting classes continue; an American Girl doll book party will be held in March, and sadly, their director is leaving.

Tom reported IFLS has a new director, John Thompson. Kirstin Schilling has been reappointed to the IFLS Board, representing Pierce County.

Next meeting will be March 5, 2007 – Court House Board room – 4 P.M. The meeting adjourned at 5:08 P.M.

Respectfully submitted,

Joanne Baier, Librarian

MEETING MINUTES

MARCH 5, 2007

The regular monthly meeting of the Pierce County Library Board (PCLB) was called to order on Monday March 5, 2007 in the Board room of the Court House by Vice President Tom Gunderson. Other members present were: Sandra Weix, Ina Murray, and Loretta Wilbur. Connie Binkowski and Dorothy Ahlgren were excused, and Paul Barkla was absent. Joanne Baier, Librarian, was also present.

Sandra and Loretta made a motion to approve the February minutes and to delete the reasons for recommending performance pay from the minutes. Instead, that wording will be added to the “evaluation summary” section of Baier’s evaluation papers. The motion carried. The financial report listing the bills and balances for the month was approved for payment on a motion from Sandra and Ina.

The librarian reported she submitted a news release to all four papers entitled “Have a question? Need an Answer?” Librarians from all over the US are available 24/7 thanks to a new free Internet service which can be accessed from www.askaway.info.

Goals for 2007-08 were discussed and we agreed to review them quarterly. The Board added the goal of promoting ACT 420 legislation due to a recent negative survey conducted by the Wisconsin Counties Association (WCA). The WCA survey implied ACT 420 would have negative effects on a county levy, which Joanne refuted. She also alerted IFLS and the DPI to the survey. DPI responded with gratitude as they were unaware of the comment section of the survey.

The Ellsworth Library is seeking a new director. Elmwood and Plum City are using their own staff for story hour, as are three other libraries. River Falls has two book discussion groups going, a quilt show, a new service entitled Library Elf, which keeps track of the family’s library books and date dues simply by signing up at <http://www.libraryelf.com> The service is available to any MORE card holder.

Next meeting will be the second Monday – April 9 – 4 PM – in the Court House Board room.
Meeting adjourned at 5:46 PM.

Respectfully submitted,
Joanne Baier, Librarian

MEETING MINUTES

APRIL 9, 2007

The monthly meeting of the Pierce County Library Board (PCLB) was called to order on Monday April 9 in the Court House Board room by President Dorothy Ahlgren. Other members present were: Sandra Weix, Connie Binkowski, Ina Murray, Tom Gunderson, and Paul Barkla. Loretta Wilbur was excused. Joanne Baier, Librarian, was also present.

The March minutes were approved on a motion from Sandra and Tom. Baier distributed a list of the bills and the YTD totals. Sandra and Tom moved to approve the bills and forward to the Finance Committee for payment. The motion carried.

Baier reported "library rate" postage will go up 32 PERCENT in May. Such a significant increase will certainly create complications with our budget and Baier will be watching that line item closely. She indicated it may mean we cannot afford to mail the 4,000 Books-By-Mail (BBM) catalogs we received free due to a printing error! Barkla suggested we contact Steve Melstrom to see if some of our catalogs could be distributed to township residents at their upcoming clean-sweep program. Great idea and Joanne will check immediately.

To update our patron records, Joanne prepared a short survey. After a brief discussion it was agreed to seek information on patron's abilities to access to the Internet.

Indianhead Federated Library System requested a new representative to their Board to fill Kirstin Schilling's remaining term. The Board and staff agreed to begin the search and hopefully present names at the next PCLB meeting. Joanne will check with IFLS regarding the possibility of another citizen member, due to inability of county board members to participate in afternoon meetings..

Paul brought up the possibility of saving mileage, per-diem, and time by meeting bi-monthly. Joanne mentioned a statute that requires the bills be approved by the PCLB before forwarding them to the Finance Committee. Paul instructed Joanne to get the Corporate Council's opinion regarding the statute in question.

The meeting was adjourned at 4:30 on a motion from Paul and Sandra.

Respectfully submitted,

Joanne Baier, Librarian

MEETING MINUTES
MAY 7, 2007

The regular monthly meeting of the Pierce County Library Board (PCLB) was called to order on Monday May 7, 2007 in the Court House Board room by President Dorothy Ahlgren. Other members present were: Sandra Weix, Connie Binkowski, Ina Murray, Tom Gunderson, Loretta Wilbur and Paul Barkla. Joanne Baier, Librarian was also present.

The April minutes were approved on a motion from Connie and Sandy. Baier distributed the list of bills and the YTD totals. Tom and Ina moved to approve and the motion carried.

The Librarian's report included:

- Ø System planning meeting will be May 21 and all are encouraged to attend.
- Ø The search for a citizen member on the IFLS Board continues.
- Ø A survey form for the BBM patrons has been completed and is being distributed.
- Ø A report on the April Department head meeting was given.
- Ø A news release for the BBM program was printed in three papers last month.
- Ø Corporate council is reviewing options for meeting dates.
- Ø BBM catalogs were handed out by the Solid Waste Department at their Clean Sweep Day and Steve also offered to distribute at a school in Ellsworth and also at the fair!
- Ø Joanne prepared ACT 150 and ACT 420 papers for Prescott, Plum City, Ellsworth, & Elmwood.
- Ø Joanne asked everyone to get an e-mail to simplify communication with board members.

Local library reports included hearing about summer reading and story hours at the libraries, family movie night at Plum City has been successful and will continue, an art show at the Spring Valley Library was enjoyed and a new director was hired at Ellsworth.

Ina informed the PCLB she would like to retire from the Board. Several people were suggested as possible candidates.

Due to medical leave the next meeting will be July 2 – 4 PM – Court House – Board Room.

Meeting adjourned on a motion from Paul and Tom at 4:31 P.M.

Respectfully submitted,

Joanne Baier, Librarian

MEETING MINUTES
JULY 2, 2007

The meeting of the Pierce County Library Board (PCLB) was called to order on Monday July 2, 2007 in the Court House board room by President Dorothy Ahlgren. Other members present were: Sandra Weix, Connie Binkowski, Tom Gunderson and Paul Barkla. Ina Murray and Loretta Wilbur were excused. Joanne Baier, Librarian, was also present.

The May minutes were approved on a motion from Paul and Tom. The monthly bills were reviewed by Joanne and approved for payment on a motion from Tom and Connie.

The Librarian's report included:

- ü Four boxes of books arrived in Kenya
- ü Ina's column addressed the importance of the BBM program
- ü Filling the vacancy of IFLS Board is in progress
- ü Filling the vacancy of the PCLB is also in progress
- ü Budget process has begun, first draft will be sent to PCLB for August meeting
- ü Survey results are being compiled for August meeting
- ü Librarian met with new director at Ellsworth Public Library

The Board heard local library and System activities reports.

The meeting was adjourned at 4:40 P.M. on a motion from Paul and Tom.

Respectfully submitted,

Joanne Baier, Librarian

MEETING MINUTES
AUGUST 6, 2007

Vice President, Tom Gunderson, called the meeting to order. Those present were Sandra Weix, Sandy Lorenz, Ned Walz, and Joanne Baier. Dorothy Ahlgren, Connie Binkowski and Loretta Wilbur and Paul Barkla were absent.

Joanne introduced, and the Board welcomed, Sandy Lorenz, who will fill Ina's vacancy. The election of officers was tabled until September.

The July minutes were approved on a motion from Sandra and Tom. The vouchers were approved on a motion by Tom and Sandra.

Joanne presented the first draft of the budget proposal and went over the five-year plan with the board. It will be reviewed again in September before submission to the finance committee.

The Books-By-Mail survey results were reported and the vacancy on the IFLS Board was referred to the September meeting.

Public Library reports and the System report were given.

Next meeting will be WEDNESDAY – September 5th due to the Labor Day weekend.

Respectfully submitted,
Joanne Baier, Librarian

**MEETING MINUTES
SEPTEMBER 5, 2007**

President Dorothy Ahlgren called the meeting of the Pierce County Library Board to order. Other Board members present were Paul Barkla, Sandy Lorenz, Tom Gunderson, and Connie Binkowski present. Librarian, Joanne Baier, was also present.

Election of officers resulted in Connie & Tom moving to suspend the rules and elect the same slate of officers. Motion carried. Ahlgren is President; Gunderson is Vice President and Weix is Treasurer.

Sandy and Tom moved to approve the August minutes and the motion carried. Approval of the monthly vouchers took place after discussion on a motion from Paul and Tom.

Joanne distributed the 2008 budget proposal and reviewed the line items with the board. Governor Doyle has proposed budget would exempt ACT 150 and Act 420 funds from the county levy freeze. That action would bring the proposed budget to a zero increase as directed by the County Board. The PCLB approved the budget proposal after a consenting motion from Paul and Sandy. Dorothy and Joanne will present the budget to the County Administrator and Financial Director on Monday, September 10 at 9:30 A.M. Joanne reviewed the five-year plan. Sandy and Connie moved to approve and the motion carried.

The Librarian reported, "Great news - Mike Norman has agreed to represent Pierce County on the Indianhead Library System Board of Trustees." Thanks to Tom also for continuing to serve on that board. Joanne reported on the August department head meeting and on a meeting with the Director of the Plum City Library to create a spreadsheet to ease the completion of the annual report. The County Administration suggested Joanne to layout the new "Wellness Newsletter" which will be created monthly and inserted in all employee payroll envelopes. A photo of Joanne, delivering books to the homebound in Elmwood on her pink moped, was included in the August "News Flash" digital newsletter of the IFLS.

The System Board has called for another study on the future of the books-by-mail program. IFLS asked Joanne to be a member and she is happy to do so. The IFLS Director, John Thompson, gave the following charge to the committee: 1) Recommend the best way to serve the customers. 2) Acknowledge current and future funding constraints and possibilities. 3) Determine customer expectations. 4) Define the customer. 5) Define current technology. 6) Recommend alternate methods for providing the service. 7) Define current and future needs of the system and member libraries as a whole. Meetings will start in October.

The next meeting of the PCLB will be Monday – October 1 – 4 PM – Court House, Boardroom. The meeting adjourned at 4:40 on a motion from Paul and Tom.

Respectfully submitted.....*Joanne Baier*, Librarian
PCLB approved 10/8/07

*"It is amazing what you can accomplish if you do not care who gets the credit."
Harry S. Truman*

**MEETING MINUTES
OCTOBER 8, 2007**

The meeting of the County Library Board was called to order at 4 PM by President Dorothy Ahlgren. Members present were Tom Gunderson, Sandy Lorenz, Connie Binkowski and Paul Barkla. Joanne Baier, Librarian, was also present. Sandra Weix and Loretta Wilbur were excused.

The September minutes were approved on a motion from Tom and Connie. The vouchers for September were reviewed and approved on a motion by Paul and Tom. Joanne was directed to check with the county's financial director regarding carry over of funds. Joanne reported on budget hearing with the county's administrator, financial director and library board president.

The Librarian reported on:

- A Books-By-Mail study committee has been formed by the System. Joanne is a member and the first meeting will be October 11.
- Homebound patrons in communities without mass mail this year, due to budget cuts, will be sent a new catalog via first class mail.
- Loretta Wilbur submitted her resignation to the Board due to work conflicts.

Tom reported on the System Board meeting and Joanne said Mike Norman plans to visit all the public libraries as soon as his schedule allows.

Public library reports were given and the Board sent the next meeting for December 3 at 4 PM in the Court House Board room.

Respectfully submitted,

Joanne Baier, Librarian

PCLB approved 12/3/07

*"It is amazing what you can accomplish if you do not care who gets the credit."
Harry S. Truman*

**MEETING MINUTES
DECEMBER 3, 2007**

The meeting of the County Library Board was called to order at 4 PM by President Dorothy Ahlgren. Members present were Tom Gunderson, Sandy Lorenz, Paul Barkla, Connie Binkowski and Sandra Weix. Joanne Baier, Librarian, was also present.

The October minutes were approved on a motion from Tom and Connie. Baier reviewed the bills and her record of the year-to-date finances. The vouchers were approved for payment on a motion from Paul and Tom.

Baier reported on some very positive ideas coming from the IFLS appointed BBM study committee. She also reported IFLS will provide \$4740 for our BBM program in 2008 and the Board acknowledged the proposed revenue.

The Elmwood Public Library had a huge display of Veteran's memorabilia during November. Plum City is on the ball as usual and already has summer reading performers arranged. Prescott is participating in the Communities 12 days of Christmas event. Tom reported on the latest IFLS board meeting and Joanne will take action regarding the vacancy on the PCLB.

The next meeting was tentatively set for Monday February 5th subject to the Librarian's call.

Meeting adjourned at 4:35 PM.

Respectfully submitted,

Joanne Baier, Librarian

*“Reading gives us someplace to go when we have to stay where we are.”
Mason Coolidge*