

Outagamie Waupaca Library System
Board of Trustees
June 20, 2013 Meeting Minutes

The meeting was called to order at 6:35 p.m. by President Gilbert at the Appleton Public Library.

PRESENT: Will Bloedow, Bobbie Buchholtz, Terry Dawson, Carol Diehl, Peter Gilbert, Paul Girod, Linda Hagen, Eunice Lawrence, Nicole Lemke, Bill Morien, Theresa Rechner, John Signoretti, Marcia Trentlage.

EXCUSED: Patricia Craig.

OTHERS PRESENT: Rick Krumwiede.

Lemke moved, seconded by Trentlage, to approve the minutes of the May 16, 2013 meeting. Motion carried. Buchholtz moved, seconded by Bloedow, to approve checks numbered 26270-26313, inclusive, in the amount of \$62,976.18 and 5/5/13-6/15/13 payroll-related expenditures in the amount of \$89,703.82. Motion carried. Trentlage moved, seconded by Lawrence, to approve the May 2013 financial report. Motion carried.

DIRECTOR'S REPORT

Krumwiede reported on the May 23rd meeting with Calumet County library directors and the May 24th meeting with Winnefox Library System administrators. Progress is being made on the design work for the new Hortonville municipal building, which will include a new library.

A motion approved as part of the state budget by the Joint Committee on Finance would require the Department of Administration, in consultation with the Department of Public Instruction, to conduct a study of Wisconsin's public library systems to identify the potential for savings. If this motion stays in the final budget, it will likely have an impact on the current process to improve library system effectiveness being conducted by the System and Resource Library Administrators Association of Wisconsin (SRLAAW). Sessions will be held on June 24th and 25th in Black Creek and Manawa to provide an opportunity for library directors and trustees to discuss the SRLAAW process. Krumwiede also reported that the state budget contains an alternative method for joint libraries to exempt from county library taxes.

OLD BUSINESS

As previously directed, Krumwiede has developed a proposal for inter-county service that would involve a payment based on net circulation to residents who don't live in jurisdictions where libraries are located, but it hasn't been shared with the Brown County Library director. Krumwiede presented details of Brown County Library's bill to Outagamie County for 2012 service and Outagamie County libraries' costs for serving Brown County residents. The

Outagamie County libraries are expecting OWLS to send a bill for 2012 service to Brown County on their behalf. Diehl moved, seconded by Girod, for the director to send a bill to Brown County for 2012 service on behalf of Outagamie County libraries. Motion carried.

Gilbert provided an update on the director search. A position announcement has been posted on several job sites and distributed on the statewide email discussion list. Review of applications will begin on July 22nd.

Preliminary 2014 budget requests were distributed to the Board in March. Krumwiede has re-examined all the data, and two minor changes have been made. Lawrence moved, seconded by Buchholtz to approve the 2014 Outagamie County and Waupaca County budget requests in the amounts of \$1,590,220 and \$943,124, respectively. Motion carried. If these requests are approved, both counties will be reimbursing the libraries at 100% of the funding formula.

NEW BUSINESS

In June of each year the OWLS Board acts to approve any change in OWLSnet membership fees for the following year. At the May AAC meeting, representatives agreed that either no increase or a 1% increase would be acceptable, depending on the needs of the 2014 budget. Because of increased telecommunications charges resulting from bandwidth upgrades at a number of libraries, the system directors are recommending a 1% increase. Dawson moved, seconded by Bloedow, to increase the 2014 OWLSnet membership fees by 1%. Motion carried.

The 2012 audited financial statements were presented to the Board. Lemke moved, seconded by Trentlage, to accept the audited 2012 financial statements as presented. Motion carried.

OWLS is required to have a technology plan in place to qualify for E-rate funding and the TEACH Wisconsin program. The current plan is for the period of July 1, 2010 through June 30, 2013. Consequently, an updated plan must be filed with the Department of Public Instruction for state and federal compliance purposes. Because this plan is used to document compliance with state and federal programs, it includes lots of information about OWLS services and the technology activities of member libraries. A new OWLSnet plan will be completed later this year, and that plan will provide additional direction for activities and services. Dawson moved, seconded by Bloedow, to approve the Technology and Resource Sharing Plan: July 1, 2013 – June 30, 2016. Motion carried.

The meeting was adjourned by President Gilbert at 7:55 p.m.

Respectfully submitted,

Theresa Rechner
Secretary/Treasurer