



Shorewood Library Board of Trustees
October 8, 2014 – Approved Minutes

Trustees Present: Jean Gurney, Mariann Maris, David Weissman, Alex Handelsman, Marty Lexmond, Patrick Linnane

Others Present: Beth Carey - Library Director; Emily Passey - Assistant Director; Angela Andre - Administrative Assistant, SOIS Students observing the meeting.

Call to Order: The meeting of the Shorewood Library Board of Trustees was called to order by President Maris at 5:05 p.m. in the Friends' Room of the Shorewood Library.

Statement of Public Notice: Ms. Andre stated that the meeting had been posted and noticed according to law. There were no citizens to be heard on items not on the agenda.

Consent Agenda: Mr. Weissman motioned for approval of the entire consent agenda which was seconded by Mr. Linnane and this passed unanimously.

Friends of the Shorewood Library Liaison Report

There are shelves of donated books in the Friends' storage area which they believe can be sold for more than one dollar – the price of books on the Friends' book sale shelves. According to Ms. Gurney, the Friends' have found volunteers to sell these items on Ebay. A retired couple in the community has stepped up to take on the task and have already sold several items in the five to ten dollar range.

Ms. Gurney also reported on the lively discussion instigated by the book proposed as the pick for the next *Shorewood Reads* event. There were strong feelings expressed about the selection with arguments touching on what is appropriate for a community reading event.

The Shorewood Reads subcommittee therefore took it under further consideration at their last meeting, ultimately deciding to stick with their original pick: *Shotgun Lovesongs*, a novel set in small-town Wisconsin and written by author Nickolas Butler. During the 2015 event which will coincide with National Libraries Week, Mr. Butler will be on tour promoting the paperback release of his book. The 'Reads' Committee will work with Boswell Book Company to coordinate events; including an author visit.

The Friends Board will have final say on the selection, however, Ms. Gurney has no doubt that it will pass.

The trustees agreed with Ms. Gurney's assessment that the passionate discussion at the last Friends' Board meeting is an indication of how vital books are to this community and justifies producing such an event here.

Plein Air

Dick Eschner, member of the Plein Air planning committee, met with Director Carey earlier this week. At his request, she asked the Trustees whether they are willing to continue to host the event in the Library. The trustees had no objections.

Ms. Gurney added that the event brings people into the library that normally would not visit. Ms. Carey stated that on an average Saturday, there are around 360 people using the library. The number of people who came in on the Saturday of the Plein Air auction was 1,943.

2015 Budget Discussion

Director Carey presented her budget draft to the Village Board earlier this week. Ms. Maris, Mr. Linnane (who is also on the Village Board) and Mr. Weissman were in attendance. It is now in the hands of the Village Board to determine distribution of property taxes; then it will be presented to the Library Board. Director Carey indicated that she will send an electronic copy of her budget narrative to all members of this board.

Ms. Carey noted some statics regarding Shorewood Library's standing among other area libraries which operate within 10% of our budget. Shorewood Library ranks highest in circulation per capita and highest in number of visits among libraries in Milwaukee County.

According to Director Carey, the temporary relocation of East Library has likely led to a slight increase in Milwaukee residents' use of Shorewood's library. When the newly remodeled East is open, there may be more instances of Shorewood residents going there.

There were few questions for Ms. Carey at the time of her presentation except for inquiries about future capital expenditures and clarification about the use of Fund Balance. There was also a significant difference in Health Care expenditures last year, and Ms. Carey explained that this was due to a library employee's last minute addition of a single health plan (\$6500) which was not in the original 2014 budget.

Ms. Carey highlighted the fact that the library has spent \$265 thousand on capital expense items from our own Fund Balance – not requesting any financial support from the village.

In terms of service to the community, Director Carey reported that the make-up of Shorewood Library's patrons is estimated at 35% Milwaukee Residents and 43% non-residents. In comparison, other libraries have reported that 50% of those they serve are non-residents. Ms. Carey pointed out that these numbers are often a direct effect of which libraries border another.

Mr. Handelsman inquired as to how resident vs. non-resident numbers are calculated. Ms. Carey explained that data is gathered based on where a patron lives and items that are physically checked out from our building. The circulation of an item is credited to us if we check the item out to you, even if it has come from another library. In contrast, reciprocal borrowing numbers are attached to the item's library of origin.

Mr. Linnane pointed out that from the perspective of the Village Board, the stability of MCFLS and their funding to Shorewood will always be a concern because as he put it; "if

they go down, our obligation goes up. ” In other words, he affirmed, the Village Board may not understand all the details regarding the financial relationship between MCFLS and Shorewood Library, but they do understand the bottom line and the overall impact.

In terms of insurance projections, Mr. Linnane noted that there is such a narrow margin in budget goals in this area that any increase, such as the \$6000 noted earlier, is bound to draw attention and require explanation.

Director Carey also stated that she determines a budget for health insurance by polling her staff for their intentions regarding insurance. Mr. Linnane agreed that last minute changes are within an employees’ right and these things do happen but they ultimately need to be worked out and explained.

With regards to future insurance expenses, Director Carey noted that she is holding a place for the addition of a single health plan, since there is still an opening for another full time librarian.

Mr. Linnane commented on the benefit of presenting the library’s involvement in the Plein Air event to the Village Board. He feels that it adds to the feeling of good will that is associated with the event in general and therefore the library.

Ms. Maris mentioned that in past years, there has been an agreement that any funds left over from the employee line of the budget, would be turned over to the Village to be put into their general fund. This gesture has proven to be a successful way to enhance good will between the Village and its library.

Other Items not on the Agenda

- The MCFLS Board will move Mr. Lexmond’s nomination forward next week.
- Ms. Carey will schedule an orientation meeting with the newly appointed Library Board member as soon as she receives their name from the Village

Action Items for Future Consideration

- Strategic Planning Committee – members Linnane, Handelsman, Carey will meet. Their charge is to work with the survey results and determine goals for the future of the library, then present their ideas to the full library board. Ms. Carey will send the survey results to the committee members.

Ms. Maris noted that since the Village is developing a vision statement, she thought Mr. Linnane would be a good candidate for the planning committee of the library so that the Village and the Library may coordinate their efforts.

- Mr. Weissman noted that he would not be able to attend the November meeting.

Adjournment: Mr. Weissman motioned; Mr. Linnane seconded, and the Board unanimously agreed to adjourn at 5:30 p.m. Recorded by Angela Andre, Administrative Assistant, submitted by Beth Carey, Director of Library Services.