



**Shorewood Library Board of Trustees**  
June 12, 2013 Approved Minutes

Members Present: Catherine Hansen, Jean Gurney, Patrick Linnane, India McCanse  
Others Present: Elizabeth Carey - Library Director, Angela Andre- Administrative Assistant

The meeting of the Shorewood Library Board of Trustees was called to order by President Hansen at 5:04 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. Linnane motioned for approval of the entire consent agenda. Ms. McCanse seconded and this was passed unanimously.

**Planning –Survey**

Ms. McCanse reported that at a recent meeting with Sue Kelley, the two reviewed the state study regarding public libraries. They talked about questions that should be asked and which demographic groups to target (such as non-users, university students, Gen X'ers, etc.) Within the next two days Ms. McCanse will receive a draft document from Ms. Kelley which she will then forward to Director Carey for staff input.

Ms. Hansen referenced Chapter 11, page 3 of the Trustee Essential Handbook - *Planning for the Library's Future* – the section headed “How do you gather information?”

Ms. McCanse indicated that the survey will likely be distributed this summer, prior to holding the focus group meetings.

**Discussion of Recommendation from SRLAAW (System & Resource Library Administrators Association of Wisconsin)**

Director Carey wants the trustees to know that a subcommittee of SRLAAW is examining “the possibility of reconfiguring systems” in in order to “remain effective and meet member library needs into the future.” In a recent progress report, the committee gave several preliminary recommendations including eliminating the statutory requirement for resource libraries.

By way of explanation, President Hansen stated that often the largest library in the system is designated the “resource library” and would, therefore, receive a larger amount of the distributed funding. Since access to information has changed dramatically in recent years, the concept of a resource library and more specifically the distribution of funds is being reconsidered. As a point of information, Ms. Hansen added that many area systems are currently looking for new Directors.

Another recommendation would effectively eliminated Milwaukee County as a single county system. According to the report, systems must have no less than three participating counties. Most MCFLS member libraries have expressed disagreement with this recommendation.

**Fine and Fees Policy Review**

A new printer offering color documents has been installed in the adult computer area. The Library will also be replacing the ten-year-old copier which was previously purchased and maintained by the Friends of the Shorewood Library. The Friends cannot afford to purchase a new model replacing the current one which is in despair; so the Library will be leasing a new

machine. With these equipment updates, Director Carey is recommending the following fee policy changes:

- Black and White copying and printing:  
Currently .10 per page, Revise to **.15 per page**

- Add Color copying and printing:  
(Previously not offered) **.50 per page**

Assistant Director Rice stated these rates are lower or right in line with what area libraries charge and much lower and the charges at copy shops. He explained that the leasing fee for the public copier would be based on estimated usage and would be reevaluated every few months. After a question from Ms. Hansen, he confirmed that there would be some scanning capabilities available for patrons on the new copier.

Ms. McCanse motioned that the Board approve the recommended additions and changes to the Fines and Fees Policy. The motion was seconded by Ms. Gurney and approved unanimously after a vote.

### **Election of Officers**

For the upcoming term (starting next meeting) President Hansen nominates:

- Mariann Maris for the position of Board President
- Jean Gurney for the position of Board Secretary

Ms. McCanse seconded these nominations and they passed after a vote of 4 – 0.

- Martin Lexmond has agreed to serve on the Personnel Committee
- Patrick Linnane has agreed to serve on the Finance Committee

Mr. Linnane reported that there are several candidates under consideration for the two open positions on the Library Board. They are currently being interviewed and a decision should be made next week.

### **Trustee Essential Handbook – Chapter 11 – Planning for the Library's Future**

President Hansen noted that with the hiring of Sue Kelley and the planned survey and focus groups, the concepts discussed in this chapter are already in motion at the Shorewood Library. She also suggested forwarding the information in this chapter to Ms. Kelley.

### **Friends of the Shorewood Library Liaison Report**

Priscilla Pardini is the new President of the Friends Board and is forging ahead with her first endeavors which include ensuring that the Friends Board is following the Bylaws and moving to change some of the language in the bylaws that is no longer applicable.

### **Other Informational Items**

- The ALA (American Library Association) is holding its annual conference in Chicago at the end of June 2013 and Director Carey stated that some she and some other staff members will be attending. Fees will be paid from the Library's gift fund.
- Ms. Hansen noted that the SOIS at UWM is open to demonstrating their 3D printer and the program's Director has offered to fund the purchase of a 3D Printer for the Shorewood Library.
- At this, the last meeting of her allotted term, the Trustees expressed their gratitude to Catherine Hansen for her term as President and all of her time and service on the Library Board.

Adjournment: Mr. Linnane motioned; Ms. Maris seconded, and the Board unanimously agreed to adjourn at 5:45 p.m.

Recorded by Angela Andre, Administrative Assistant and submitted by Beth Carey, Director of Library Services.

