

**Irvin L. Young Memorial Library**  
**431 W Center St**  
**Whitewater WI 53190**  
**Board of Trustees Regular Meeting**  
**White Memorial Room**  
**Monday, October 8, 2012, 6:30 pm**

**Present:** Richard Helmick, Sharon Knight, Vicki Santacroce, Donna Nosek, Rose Mary Leaver, Julie Caldwell **Absent:** Jim Winship

**Administrative Staff Present:** Stacey Lunsford, Cathy Bloom, Diane Jaroch

1. President Nosek called the meeting to order at 6:34 p.m.
2. The consent agenda was approved as presented.
3. The circulation, service, and Mango statistics reports for September 2012 were acknowledged and accepted as presented. MSC (Helmick/Caldwell) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
4. The treasurer's report for September 2012 was accepted as presented. MSC (Caldwell/Helmick) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
5. Citizen input regarding matters not on agenda; no action at this meeting—NONE
6. **OLD BUSINESS**
  - a) Library Building Expansion Project ~.Received new space needs summary. Look over for next meeting.
  - b) Council and Community Communications ~ Focus at meetings has been budgets, will highlight summer programs, circulation/traffic and special events at a later meeting date.
  - c) Strategic Planning ~ Shared Strategic Planning Process from the City of Whitewater.
  - d) Volunteer Program ~ Motion was made to adopt the Library Volunteer Agreement and Policy with changes discussed. MSC (Helmick/Caldwell) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
  - e) 2013 Budget ~ Budget will remain the same amount for next year, 0 increase budget.
  - f) Logo Contest ~ Discussion of who will be on the judging committee. Julie Caldwell will represent the Board on the committee.
7. **NEW BUSINESS**
  - a) Review of Replacement Policy ~ Motion was made to affirm the Replacement Policy as presented. MSC (Leaver/Helmick) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
  - b) Disposition of old Whitewater Room Cabinets ~ Discussed possible options including keeping or selling cabinets.
  - c) Re-approval of Display Case Policy ~ Motion was made to affirm policy as presented MSC (Knight/Leaver) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
  - d) Approval of purchase of task chairs for staff and White Memorial Room ~ Motion was made to approve purchase of task chairs as proposed. MSC (Caldwell/Santacroce) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
8. **DIRECTOR'S REPORT ( As submitted by Director Lunsford)**  
**SUGGESTION BOX:** None

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.

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DIRECTOR'S REPORT

- a) The website is launched!
  - b) The Mid-Wisconsin Federated Library System Board of Trustees selected their choice for system director at their meeting on September 25. It has not been officially announced yet but I expect the new director to preside over the next Directors Council meeting on Thursday, October 11. Unofficially, I have heard that Sue Cantrell, the current library director of the West Bend Community Memorial Library, was selected.
  - c) The proto-Safety Committee met and discussed the scope and direction of the committee with input from the Cities and Villages Mutual Insurance Company representative. No one from the library will be on the Safety Committee as most of the practices and policies that are addressed by such a committee focus on public works.
9. ADULT SERVICES REPORT (Jaroch)
- a) Banned Books Week Celebration-had a display in lobby book case and a book display in the library. There were brochures and bookmarks available for patrons to take. This year it seemed more patrons asked questions about banned books week than in the past. The most common questions being, "who bans books" and "why was this book banned?"
  - b) Proctored a test for patron taking a distance learning class through UW-Platteville. Will be proctoring 2 additional tests for adult students later in the month.
  - c) Big Read—Planning for 2013 has begun. The book featured in "Our Town" by Thornton Wilder.
  - d) Crime Club met September 26 and discussed the book, "Bone House" by Brian Freeman. The group started selecting books to read for 2013.
10. YOUTH SERVICES REPORT (As submitted by Bloom)
- a) The Fall—Winter Storytime has begun. 269 children/caregivers attended the first 3 weeks of storytime.
  - b) Lego Club has had one meeting, as well as the Home Schooling group. Two additional families attended the Home Schooling meeting. Parents of the Home Schooling group have asked if I could do a book talk at each of the meetings, and I agreed.
  - c) Family Gaming Day was held in September. We had a smaller turnout, but the families seemed to have a good time.
  - d) Monster Mash—preparations are underway. Children will be creating monsters and their lodgings. Refreshments will be served.
  - e) Furniture-Two new chairs and an end table have been ordered for the Young Adult area. Very exciting!
11. Board member reports: NONE.
12. Board member requests for future agenda items: Read new space needs summary for building expansion project before next meeting.

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13. Confirmation of next meeting on November 19, 2012, 6:30 p.m.
14. Motion was made to adjourn the meeting at 7:30 p.m. MSC (Caldwell/Helmick) Ayes:  
Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce Noes: None

\* Items denoted with asterisks will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Minutes submitted by Vicki Santacroce, Board of Trustees Secretary

*Vicki Santacroce*