

## **Bridges Library System Board Meeting Minutes July 19, 2016**

PRESENT: Dick Nawrocki, Larry Nelson, Marion Onesti, Howard Pringle, Jean Yeomans, Linda Ager, Betty Scanlon, Rose Sura, Jim Heinrich

ABSENT: John Rhiel, Dwayne Morris

EX OFFICIO: Connie Meyer, Library System Director; Barbara Draeger, Director New Berlin Public Library, APL Representative; Grant Lynch, Resource Library Director

OTHERS: Meg Henke, Library System Administrative Specialist and Steve Trimborn, Waukesha County Senior Financial Analyst; LeAnn Lehner, Director Jefferson Public Library; Art Biermeier, Board President Karl Junginger Memorial Library/Jefferson County Library Board member

Dick Nawrocki, the Board President, called the meeting to order at 6:02 p.m. at the Jefferson Public Library. There were no comments from the public and no correspondence. A Sura/Scanlon motion to approve the minutes of the June meeting passed unanimously.

### **FINANCIAL REPORT AND ACTION ON THE BILLS**

A Pringle/Yeomans motion to approve payment of the monthly bill list passed unanimously.

*Financial Report.* The library system is expecting to end the year in the positive. There was discussion of the reserve fund. The optimal target for the reserve funding vs. budget is 15-20%; approximately a two-month reserve. An Onesti/Heinrich motion to receive and file the financial report passed unanimously.

### **REPORTS**

*APL Representative's Report:* Barbara Draeger reported that APL met on 7/15. Two topics were the primary focus of the meeting: 1) Plummer Lovelace, Executive Director of WLA came to speak about the services and resources WLA offers to Wisconsin Libraries and 2) Budget 2017 discussions continued about shared costs for databases like Overdrive and Flipster and the extent in which Bridges would provide ongoing financial support to member libraries programs and resources.

*Resource Library Report:* Grant Lynch reported that Nancy McGuire, their circulation supervisor, recently retired. Budget and resource allocation and organizational changes at Waukesha Public Library are nearly complete. The WPL received a visit from Chinese Professors Bing Liu and Yuanyuan Chen from Tianjin Normal University in Tianjin, China. The purpose of their visit was to discuss and assess the user experience

of the Waukesha Public Library. An invitation was extended to Executive Director, Grant Lynch, to come to China to exchange/share information about Chinese libraries.

*Bridges Staff Report:* Meg Henke reported that fair season is upon us. Jefferson County fair concluded last week and was well attended. Next week is the and Waukesha County Fair. Volunteers opportunities remain open for the Waukesha County fair.

*Bridges Director's Report:* Connie Meyer reported that Jill Fuller will be starting her maternity leave on 7/20 and will return to work in mid-September. The Big Bend Public Library website has been converted. Due to Jill's work with the staff, the site now has a new look and feel and a structure in place for the library staff to maintain going forward. Paul Decker has made the appointments for the 2016 Waukesha County Library Planning (Act 150) Committee. The first meeting is August 4, 2016 at the New Berlin Public Library at 5:00 p.m. The Committee consists of 17 members and has representation from Waukesha County library trustees, citizens (including non-library community residents), local officials, county board supervisors, library directors and a Bridges Library System Trustee.

## **BUSINESS**

*Approval Lakeshores and Bridges Intersystem Agreements:* This agreement reimburses libraries for serving residents who live in non-library areas in three counties: Waukesha, Racine, and Walworth Counties. The calculation uses actual circulation data from 2015 and reimburses libraries in the three counties at a rate of 70% of the statewide average cost per circulation. The recommended library system distribution formula ensures that each library is guaranteed its Act 150 minimum payment and distributes the unallocated revenue proportionally to libraries who serve the residents of Racine and Walworth County. Digital circulation is not a part of this formula, only traditional circulation is counted.

A Sura/Heinrich motion to approve the Intersystem agreements for both Racine and Walworth Counties passed unanimously.

*Preliminary Budget 2017:* The 2017 budget is flat from the State as part of the biennial 2016-2017 budget. Based on the local costs to libraries and the discussion following the APL meeting last week an updated preliminary budget was presented for discussion and approval. In 2016, the Advantage Program funding is coming from Bridges budget reserves. In 2017 local libraries will share some costs at 33% and a three-year phase in to make the program fully funded by the libraries. Patrons within the Bridges System are digitally savvy and have a significant demand for digital books and subscriptions compared to most others in the state. Digital holds queues are quite long in the library system and are sometimes months in duration. In an effort to get holds to a more acceptable "wait time" a motion from Yeomans/Onesti was made to utilize \$30,000 in additional funds from the Bridge reserve funds as a one time boost as recommended by the APL library directors. Libraries will then need to be thinking in terms of gradually shifting their purchasing model and begin to incorporate more digital materials into

their buying process. There was further discussion about the proposed budget. Heinrich/Ager moved to approve the 2017 Preliminary Budget, as endorsed by APL, which passed unanimously.

*Next meeting.* **Tuesday, August 16, 2016 at 6:00 p.m. at the Oconomowoc Public Library.**

At 7:36 p.m. an Onesti/Scanlon motion to adjourn passed unanimously.

Minutes prepared by:

Meg Henke  
Administrative Specialist

Respectfully Submitted:

John Rhiel  
Board Secretary