

## ALGOMA PUBLIC LIBRARY BOARD OF TRUSTEES

### Minutes of December 15, 2008 Meeting

President Anne Schoenborn called the December 15, 2008 meeting of the Algoma Public Library Board of Trustees to order at 4:00 P.M. Present: Linda DeMeuse, Carolyn Wolske, Pat Cichon, Jane McLaren and Director Rita Schiesser.  
Excused: Ron Welch and Jim Barlow

Motion by Cichon second by Wolske to approve the December 2008 agenda. Motion Carried.

Motion by Wolske, second by Cichon to approve the November 2008 minutes. Motion Carried.

Motion by DeMeuse, second by Wolske to approve the bills. Motion Carried

### **Directors Report**

#### **Statistics:**

##### People:

4,095 people visited the library in November 2008

Daily average: 171

Circulation: 7,981 items circulated in November 2008

Daily average: 332

#### **Donations**

The library received a \$10,000 bequest from the estate of Bernice Knospe.

#### **Library Issues**

The Florence Mickelson donation has been put into a 3 month certificate of deposit. Staff is looking at unbudgeted needs.

The Algoma Optimists hosted Santa Claus during Christmas in the City on December 6. Mrs Claus and guest readers also entertained children. 143 people attended. 72 people attended the piano recital which followed the visit by Santa Claus.

Energy Control & Design found the condensate tanks for the heating system were not working. The float assemblies need to be replaced.

Melting from accumulated snow and ice on the flat roof over the children's area seeped into the ceiling in the 4<sup>th</sup> street entrance and along the windows in the children's room causing dripping in the library. Snow was removed from the top of the gutter and salt applied. Additional gutters and heat tape may be needed.

Library staff will be attending the annual safety training refresher on December 16.

**Programs**

There were 28 programs in November (7 for adults, 13 for children and 8 for families) with a total attendance of 428.

**Other Issues**

The 2009 NFLS (Nicolet Federated Library System) Subprogram for Audio Visual (DVD) and Children's Fiction (book) was approved on a motion by McLaren, second by Cichon. Motion carried.

DeMeuse made a motion, second by Wolske for approval to pay the end of the year budget items. Motion carried

Results of Director Schiesser's evaluation were presented and a copy was put in the Director's file.

**Algoma Library Friends**

The Algoma Library Friends hosted refreshments for the Colburn piano recital and will be having a Christmas party.

January agenda item: Bernice Knospe Bequest.

Next meeting will be Monday, January 19, 2009 at 4 PM.

Meeting was adjourned at 4:40 PM on a motion by Wolske, second by McLaren. Motion Carried

Linda DeMeuse  
Secretary