



## OFFICE OF THE CITY CLERK

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### SUN PRAIRIE PUBLIC LIBRARY BOARD MEETING MINUTES THURSDAY, SEPTEMBER 10, 2009 5:00 PM CONFERENCE ROOM

1. Call to Order, Roll Call
  - Monika Van Rossum called the meeting to order at 5:01 pm.
  - Present:  
Board Members: Monika Van Rossum, Susan Young, Don Hooser, Anne Kienitz, Patricia Harrington, Christine Fugelseth (5:05), Barbara Reindl (5:04), Rodney Weber (5:03),
  - Absent: Rebecca Renk.
  - Library Staff: Tracy Herold, Ryan Hellenbrand, Pearl Mosier.
  - Friends: Frank Pennypacker.
2. Approval of minutes from August 13, 2009 meeting
  - Motion: to approve the August 13, 2009 minutes.
  - Young (1); Harrington (2); motion passed unanimously.
3. Bills presented for payment (To Be Distributed)
  - Motion: to approve payment of bills.
  - Young (1); Harrington (2); motion passed unanimously.
4. Citizen Appearances/Public Comment
  - None.
5. Business of Board President
  - Plan of Service needs to be put on next month's agenda.
6. Staff Reports
  - The City Council has signed the library's tax exemption.
  - Elaine Weisensel, a 24-year library employee, will be retiring at the end of September.
7. Committee Reports
  - a. Finance Committee
    - Did not meet.
    - Will meet Thursday, October 8 at 4 pm.
  - b. Policy Committee
    - Will meet Wednesday, September 30 at 5 pm.
  - c. PR/Marketing
    - Will meet at the end of the year.
  - d. Friends
    - Book sales are down.
    - Dick Wanless has been nominated for the Rieninger Award, which will be awarded September 15<sup>th</sup> at 7pm.
  - e. Foundation
    - Meeting on Tuesday, September 15<sup>th</sup> at 11:45am.
    - Book'n It Run wrap-up meeting will be held on Thursday, October 1st.

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

8. Consideration and discussion of excessive fines for minors
  - The guardian of the minors with excessive fines is still at the address given. City Attorney will send a letter.
  - The same patron has similar problems at the Madison Library.
  - Of over 250,000 active patrons in the system, less than .3% has more than 40 items checked out.
  - A very small number of patrons have items lost, and most of them have between zero and three items lost.
  - There is a LINK meeting on October 8<sup>th</sup> at which Tracy will bring up the question of how many items should patrons be allowed to check out at once.
  
9. Consideration and discussion of letter to County Executive
  - Mayor Joe Chase needs to be added to the list at the end of the letter.
  - Motion: to send the letter to the County Executive.
  - Weber (1); Kienitz (2); motion passed unanimously.
  
10. Consideration and discussion of 2010 Library Budget
  - Proposed savings provided by Administration for the 2010 City budget:
    - Four positions cut.
    - Use of 2009 carryover.
    - Decrease in cost of living adjustment.
    - Lower cost of health insurance, and fewer benefits offered.
    - Fewer management benefits.
    - Cut long-term disability.
  - The library is still whole for 2010, however we are looking at further reductions, including a restructuring of the Library Assistant I position that will be vacated due to retirement.

**REFERRALS:**

11. Items to be referred to staff or committees for review or action.
  - Change the meeting time on committee reports from August's minutes.
  - Tracy will bring up the item checkout limit at the next LINK meeting.
  - Put the Plan of Service on the October library board meeting agenda.
  
12. Adjournment
  - Motion: to adjourn the meeting at 6:00 pm.
  - Weber (1); Reindl (2); motion passed unanimously.

Submitted by:

Ryan Hellenbrand, Library Secretary

Monika Van Rossum, Library Board President: \_\_\_\_\_