I. TRUTH IN TAXATION HEARING

A. CALL TO ORDER
President Caudill called the meeting to order at 6:00 p.m.
Trustees present: Burger, Caudill, Lang, Rossow, Stachowiak, Washburn
Trustees absent: Black
Staff present: Director Campe, G. Traudt, S. Haase, S. Burke, J. Plohr, W. Dawkins

B. HEARING

C. APPROVAL OF LEVY ORDINANCE
Trustee Rossow motioned to:
"TO APPROVE ORDINANCE NO. 07-11-1, AN ORDINANCE LEVYING TAXES FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2007/2008."

Trustee Black arrived at 6:04 p.m.

Vice President Stachowiak seconded the motion and it carried on a roll call vote.
AYES: 7 Black, Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

D. ADJOURNMENT
At 6:07 p.m. President Caudill motioned to:
"ADJOURN".

II. REGULAR MEETING

III. CALL TO ORDER
At 6:07 p.m. President Caudill called the Regular Meeting to order.
Trustees present: Black, Burger, Caudill, Lang, Rossow, Stachowiak, Washburn
Staff present: Director Campe, G. Traudt, S. Haase, S. Burke, J. Plohr, W. Dawkins

IV. ADJUSTMENTS TO THE AGENDA
None

V. PRESIDENT'S REPORT
a. Footnotes is being featured on the cover of ILA Reporter in December.
b. President Caudill, Trustee Burger, Assistant Director Duff, and George Kalinka, Electronic Information Department Head, attended a computerized grant-seeking workshop at NSLS.
c. Trustee Rossow and Vice President Stachowiak have completed their Trustee Training classes at NSLS. Vice President Stachowiak has completed the additional requirements to be designated as a certified trustee.
d. Policy Tracking Subcommittee needs to meet. Director Campe will e-mail some dates to President Caudill and Trustee Lang.
e. Policy Tracking Subcommittee will discuss the ILA article on emergency procedures and determine proper committee to assign for the update of our privacy policy.
f. An upcoming list of dates of note was given to each Board Trustee by President Caudill.

VI. CORRESPONDENCE
Correspondence folder was passed.

VII. SECRETARY’S REPORT: MINUTES OF MEETINGS
a. Regular Meeting / October 16, 2007
   Approved as amended.
   AYES: 7 Black, Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

VIII. TREASURER’S REPORT
President Caudill moved:
   “TO APPROVE THE EXPENDITURES AS AUTHORIZED FOR THE MONTH OF OCTOBER 2007 WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”
Vice President Stachowiak seconded the motion and it carried on a roll call vote.
   AYES: 7 Black, Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

IX. DIRECTOR’S REPORT
Director Campe reviewed highlights of the Librarian’s Report.
- The stats report shows an increase in the people counter and an increase in checkouts.
- The statistics for prior months are being monitored and recorded accurately.
- The new collections circulation is up.
- The Safety Open House has been changed from January to May 17.
- The dates for the Friends’ Book Sale have been moved to May 23-25.
- Chris Munao, Assistant in IT, resigned on November 21. A job posting will be coming out soon.
- Tanvee Mahadik of Circulation will be moving to Technical Services as a full-time Cataloger.
- Midge Simms is the part-time assistant for the Outreach Services department.

X. STANDING COMMITTEE REPORTS
No Reports

XI. SPECIAL COMMITTEE REPORTS
a. Diverse Populations Committee
   Report given by Trustee Lang.
b. Internet Advisory Committee
   No report
c. NSLS
   Report given by President Caudill.
d. Friends of the Library
   Report given by Vice President Stachowiak.
XII. UNFINISHED BUSINESS
   a. Canopy
      The canopy for the drive-up window has been ordered. There is a one-year warranty on the installation and a five-year warranty on the fabric.
   b. Board Self-Evaluation
      The Board is in favor of conducting a self-evaluation. They will review the documents and bring suggestions to the January 2008 Board meeting.

XIII. NEW BUSINESS
   a. Marketing Plan
      Director Campe presented a marketing plan to the Board.
      Vice President Stachowiak moved:
      “TO MAKE A RECOMMENDATION TO AUTHORIZE DIRECTOR CAMPE TO MOVE FORWARD WITH THE MARKETING PLAN TAKING INTO CONSIDERATION THE SUGGESTIONS AND COMMENTS MADE BY THE BOARD.”
      Trustee Burger seconded the motion and it carried on a roll call vote.
      AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn
      NAYS: 1 Black

XIV. INFORMATIONAL ITEMS
   A. Report on Meet the Trustee Breakfast 11/17/07
      Vice President Stachowiak and Terri Meyer were the hosts at the Meet the Trustee Breakfast. They greeted patrons and showed them the library’s new items. Patrons made very positive comments about the library.

XV. EXECUTIVE SESSION (None.)

XVI. PUBLIC FORUM

XVII. ADJOURNMENT
   At 8:32 p.m. Trustee Burger moved:
   “TO ADJOURN.”
   President Caudill seconded the motion and it carried on a unanimous voice vote.

______________________________________________
Wendy Lang, Secretary
(SEAL)

Approved at the next Regular Meeting of January 15, 2008

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Kathy Caudill, President