

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET  
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GREEN BAY, WISCONSIN 54305-3600

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PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held**

**THE WEEK OF NOVEMBER 22 - 26, 2010**

**MONDAY, NOVEMBER 22, 2010**

\* 1:00 p.m. NE Wisconsin Family Care District Board NWTC Advance Business Center –Board Room  
2701 Larsen Road

\* 1:30 p.m. Solid Waste Board Materials Recycling Facility  
2561 S. Broadway

**TUESDAY, NOVEMBER 23, 2010**

~~\* 6:00 p.m. Human Services Committee~~ \*\* CANCELLED \*\*

**WEDNESDAY, NOVEMBER 24, 2010**

\* 4:00 p.m. Handicapped Children’s Education Board Syble Hopp School  
755 Scheuring Road

**THURSDAY, NOVEMBER 25, 2010**

(No Meetings – County Board Office Closed)

**FRIDAY, NOVEMBER 26, 2010**

(No Meetings – County Board Office Closed)



Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**Northeast Wisconsin Family Care  
District Board Meeting Agenda  
November 22, 2010**

**1:00 p.m.**

NWTC Advance Business Center – Board Room  
2701 Larsen Road, Green Bay, WI 54313

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1. Call to Order
2. Confirmation of Proper Posting
3. Confirm Agenda
4. Public Comment
5. Follow up on Wisconsin Open Government Requirements – Andy (discussion only)
6. Bylaws Development-Andy; take action on same, if any
7. CEO Selection Assistance Proposal – Julia Johnson from Wipfli; take action on same, if any
8. At Large Board Member Selection Process – Andy
9. Board Member Per Diem and Expense Reimbursement Policy – Rolf; take action on same, if any
10. Overview of Governance Requirements – Andy (discussion only)
11. Planning Director's Report – Rolf; take action on same, if any
12. Fiscal Agent Report – Barb Larson-Herber; take action on same, if any
13. Discussion of meeting schedule; take action on same, if any
14. General Announcements (discussion only)
15. Adjourn

*Individuals with disabilities requiring special accommodations for attendance at the meeting should contact (920) 857-9997 at least 48 hours prior to the meeting.*



2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

CHARLES J. LARSCHEID  
PORT AND SOLID WASTE DIRECTOR

**- PUBLIC NOTICE -**

**BROWN COUNTY SOLID WASTE BOARD  
NOVEMBER 22, 2010**

1:30 p.m. at the Materials Recycling Facility  
2561 S. Broadway, Green Bay, WI 54304

**Agenda:**

1. Call to Order
2. Roll Call
3. Approval/Modification – Meeting Agenda
4. Approval/Modification – Meeting Minutes September 20, 2010
5. Project #1395: Sale of 154.59 acres of Vande Hey & Sanderfoot Property
  - *Request Approval* to sell to high bidder
  - (Virgil Vande Hey et al for \$1,198,227.09)
6. Ashwaubenon Prescription Drug Collection Program Sponsorship – *Request for Approval*
7. Directors Report
8. Such other Matters as Authorized by Law
9. Adjourn

Charles J. Larscheid  
Port & Solid Waste Director

*Any person wishing to attend whom, because of disability requires special accommodation should contact the Brown County Port & Solid Waste Department at 492-4961, two (2) working days before the meeting, so that arrangements can be made.*

*Notice is hereby given that action by the Brown County Solid Waste Board may be taken on any of the items which are described or listed in this agenda.*

Pursuant to Section 19.84, notice is hereby given to the public:

**BROWN COUNTY HANDICAPPED CHILDREN'S EDUCATION BOARD AGENDA**



**Wednesday, November 24, 2010, 4:00pm at Syble Hopp School**

1. Call to order – 4:00 p.m. -
2. Action Item: Approval of October 27, 2010 Board Minutes
3. Correspondence
4. Action Item Approval of Agenda.
5. Action Item Donations
6. Action Item Financial Report
7. Action Item Administrators Report
8. Action Item Parent Organization
9. Action Item Payment of Bills
10. Action Item Agreement with UW Madison
11. Executive Session: The Board will move to executive session as allowed by Wisconsin Stats 19.85(1)(c)(e) to discuss personnel and negotiations.
12. Action Item Staff request
13. Action Item Adjournment

"Any person wishing to attend who, because of disability requires special accommodation should; contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday November 22, 2010 so that arrangements can be made."



## NOVEMBER 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	<b>Executive Cmte</b> 6:30 pm (budget & reg)			<b>Special</b> <b>Ed &amp; Rec</b> 1:00 p.m.		
7	8	9	10	11	12	13
	<b>Board of</b> <b>Supervisors</b> <b>Budget Meeting</b> 9a.m.	Veterans' Recognition SubCmte 5:15 p.m.		<b>Veterans' Day</b> 		
14	15	16	17	18	19	20
				Facility Master Plan SubCmte 5 p.m. Admin Cmte 5:30 p.m.		
21	22	23	24	<b>Thanksgiving</b> 	<i>County Board</i> <i>office CLOSED!</i>	27
28	29	30				
	Land Con 6p.m. PD&T Cmte (approx 6:30p.m.)		Human Services Cmte 6p.m.			

\*\* December Admin Committee is tentatively scheduled for December 23, 2010.

## DECEMBER 2010



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Public Safety 5:00p.m.	Ed & Rec 6p.m.		
5	6	7	8	9	10	11
	Executive Cmte 6:30 p.m.	Vets' Recognition SubCmte 5:15 p.m.				
12	13	14	15	16	17	18
			<b>Board of</b> <b>Supervisors</b> 7:00 p.m.			
19	20	21	22	23	24	25
			Human Svc Cmte 6p.m.	<i>County Board office CLOSED!</i>		 <b>Christmas</b>
26	27	28	29	30	31	 <b>HAPPY NEW YEAR</b>
	Land Con 6p.m. PD&T Cmte (approx 6:30p.m.)			<i>County Board office CLOSED!</i>		

## **BROWN COUNTY COMMITTEE MINUTES**

- Harbor Commission (October 11, 2010).
- Library Board (October 21, 2010).

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

**PORT AND SOLID WASTE DEPARTMENT**

*Brown County*

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

APPROVED 11.15.10

CHARLES J. LARSCHEID

PORT AND SOLID WASTE DIRECTOR

**PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION**

A meeting was held on Thursday, **OCTOBER 11, 2010**, 11:30am., at Holiday Inn – City Centre, Green Bay, WI. The meeting was officially called to order by President McKloskey.

Roll Call:

Present: President Neil McKloskey  
Commissioner Bill Martens  
Commissioner John Gower  
Commissioner John Hanitz  
Commissioner Hank Wallace

Excused: Commissioner Tom Klimek

Also Present: Charles Larscheid, Brown County Port & Solid Waste  
Dean Haen, Brown County Port & Solid Waste  
Mark Walter, Brown County Port & Solid Waste  
Tony Walter, Green Bay Press Gazette  
Daniel Tumpach, Citizen

2. APPROVAL/MODIFICATION – MEETING AGENDA

**A motion was made by John Gower and seconded by John Hanitz to approve the agenda.** Unanimously approved.

3. APPROVAL/MODIFICATION – SEPTEMBER 13, 2010 MEETING MINUTES

**A motion to approve the September 13, 2010 meeting minutes was made by Neil McKloskey and seconded by John Gower.** Unanimously approved.

4. CAT ISLAND CHAIN RESTORATION PROJECT - Update

a. WDOT Harbor Assistance Grant Agreement

Until the HAP Grant Agreement for \$7.1M is signed, Brown County's costs are not eligible for reimbursement. Due to changes in the terms of the Project Cooperative Agreement and Memorandum of Understanding with the USACE, the request for approval of the WDOT Harbor Assistance Grant Agreement is not being requested at this time per staff. Staff indicated there is ongoing discussion between the federal government and Brown County as to cost-share and reimbursement. The WDOT grant is on a reimbursement basis and there is no money up front. In addition, Brown County has indicated they would do a portion of the project in order to be funded 80/20 rather than 50/50 and, therefore, has to be a Brown County project with Brown County being the payor. The USACE is requesting that Brown County supply the materials and provide all the rock. Brown County could get credit for the materials provided which would be considered part of Brown County's cost-share. This option is being pursued by staff. The grant agreement specifically outlines the scope of work and a timeline; however, if Brown County is shown as the material provider, this timeline could be extended up to 5 years in order to provide the necessary rock or stone needed. This also changes the scope as previously outlined as Brown County's sole purpose will be providing material.

Another alternative staff is considering is to have Brown County assume responsibility for building the access road and the wave barrier in front and sides of the west Island using County and State money and then negotiating a 217 Agreement with the USACE to use it.

A Grant Agreement has been signed with the EPA for GLRI money. Any staff time used for this project would be eligible for reimbursement from the EPA. Brown County is also in the process of securing a grant agreement with Fish & Wildlife for NRDA money. Discussion ensued.

As Brown County is responsible for all permits and easements, a 401 Water Quality Certification request was submitted to the State for crossing the upland portion of the project. There is an existing right of way of Bayshore Drive.

A public information meeting on the DMMP has been scheduled by the USACE at the Brown County Central Library on Wednesday from 530pm to 730pm. Commission is welcome to attend.

5. CLOSURE OF RENARD ISLAND – *Update*

The WDNR has signed off on the construction of the causeway to Renard Island. The USACE and Brown County have submitted a Chapter 30 Permit to the WDNR and have received approval. Information on the construction bid was handed out and discussed. This project will not start until the causeway is in. Since the USACE award of the construction bid to Nuvo did not include monies to brush scrub the Island, Brown County has modified their bid to include that. An onsite meeting is scheduled for October 20<sup>th</sup> at Renard and BayPort. Bid responses due by November 1<sup>st</sup>. Staff noted that Brown County's crane mats will be available to rent at \$300 each to the contractor awarded the contract.

Staff is attempting to identify the capping material for Renard Island. Recent samples have come back with a pcb level of .39 (the pcb limit is .4). Staff has requested Foth perform a full investigation of Cells 2 and 7. It has been determined that Cell 4 does not meet limitations. The additional cost of \$30,000 for the investigation will affect the closure bid. Results should be received in 3 to 6 weeks and approval of a budget adjustment will be needed from the Commission.

The USACE bid was reviewed. The bid was not awarded to either of the two local contractors but instead was awarded to a company out of Milwaukee in order to meet USACE bid requirements. The bid awarded was at three times the original cost of the project. Discussion followed on the qualifications of the company that received the contract.

6. ROBIN'S MANUFACTURING FTZ 167 SUBZONE CLOSURE – *Update*

Staff contacted Robin's Manufacturing as they are at the end of their five-year subzone agreement with Brown County. Brown County was informed that as of June 2011, Robin's will be closing their doors. The FTZ generates \$24,000 per year for the Port. With the closure of Robin's as well as Polaris Industries (discussed at last month's meeting), this loss of revenue will affect the 2012 Port budget.

7. BayPort Dredge Material Rehandling Facility – *Update*

A draft of the proposed expansion by adjusting the grades at BayPort was sent to the Commission. A final draft has been sent to the WDNR to begin the process of upward expansion BayPort. This draft is the culmination of five years worth of studies. Staff does not believe there are any environmental issues. There is currently less than 10 years of capacity remaining at BayPort.

8. HIGHWAY 41-141 BENEFICIAL REUSE PROJECT – *Update*

The Quality Assurance Plan (QAP) is being done by Foth and at this time is not available for Commission's review. Brown County has not received the WDOT's investigation results as of this date either. Staff is confident BayPort dredge material will be used for this project and any information/results will be provided to the Commission as they become available.



9. AUDIT OF BILLS – *Request for Approval*

**A motion to approve the bills was made by Hank Wallace and seconded by John Hanitz.** Unanimously approved.

10. TONNAGE REPORT – *Request for Approval*

September's tonnage was reviewed. Staff noted tonnage is up 6% from last year at this time. The number of ships entering the Port is also up. Staff anticipates a substantial amount of salt to be delivered to the Port this year yet. U.S. Venture's facility is being dredged and will be open for business next year. **A motion to approve the tonnage report was made by Hank Wallace and seconded by John Gower.** Unanimously approved.

11. DIRECTOR'S REPORT

- *Fox River Litigation*

The government has allowed most of the smaller PRP's to settle out of court but are holding Brown County and the City of Green Bay accountable. It is possible that Brown County and Green Bay will be allowed to settle with the government. Brown County's insurance may pay our portion of the lawsuit; however, no confirmation of this has been received by Brown County Corporation Counsel.

- *2010 budget*

The Brown County Board will be discussing the proposed 2011 County Budget on November 8<sup>th</sup> beginning at 9am. Staff indicated that generally the Port budget is non-controversial.

- *Furloughs*

The County Board implemented a furlough plan for all County employees. Union-represented employees are required to take 5 furlough days in 2010. Administrative employees are required to take 3 furlough days in 2010. Two of these furlough days will be the Friday after Thanksgiving, the half day on Christmas Eve and the half day on the day before New Year's Eve. Employees, however, can use vacation or comp time for these lost hours. Since the Transfer Station and Hazardous Waste facility are normally open on Saturdays, an exception has been made for these employees in order to continue service to our customers (specifically municipalities). Employees working holiday hours will be required to take furlough days on alternative days. Staff noted, however, that employees working holiday hours will be paid double time and that no Administrative staff will be in the office. Discussion on how this saves money for the County was discussed.

12. SUCH OTHER MATTERS AS AUTHORIZED BY LAW

Staff indicated that zero comments were received on the Chapter 30 Permit for Renard Island. Staff is still waiting for the mitigation credit for the spawning area at the Bylsby property.

13. ADJOURN

**A motion to adjourn was made by Hank Wallace and seconded by John Hanitz.** Meeting adjourned at 12:35pm.

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Neil McKloskey, President  
Harbor Commission

Charles Larscheid, Director  
Port & Solid Waste Department

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **October 21, 2010 at 6:00 p.m. at Brown County Ashwaubenon Branch Library, 1060 Orlando Drive, Green Bay WI**

**PRESENT:** TERRY WATERMOLEN, CARLA BUBOLTZ, CHRIS FROELICH, MONICA GOLOMSKI, JOHN HICKEY, PAUL KEGEL, KATHY PLETCHER, TONY THEISEN

**EXCUSED:** DENISE BELLMORE

**ALSO PRESENT:** LYNN STAINBROOK, LORI DENAULT, SUE LAGERMAN, CURT BEYLER, DALE CROPPER, CAROLINE HASKIN (staff); BOB HEIMANN (Brown County Information Services Director); KEVIN RAYE (Brown County Information Services Network Manager); LONN FRYE and TONY ROSALES (FGM Arch); ERIC BAUMANN, JULIE FARTHING (Boldt); MIKE AUBINGER (Village of Ashwaubenon President); LYLE D. WILQUET (Green Bay resident)

President Terry Watermolen called the meeting to order at 6:00 p.m.

### APPROVAL/MODIFY AGENDA

Motion by Kegel, seconded by Golomski, to approve the agenda. Motion carried.

### MINUTES, BILLS AND COMMUNICATIONS

There was one change to the minutes. It was incorrectly stated that the NFLS Board would not meet until November. They did meet on October 14. Motion by Buboltz, seconded by Froelich to approve the corrected minutes. Motion carried.

Lori Denault reported that the bills did not contain any out of the ordinary expenses.

Caroline Haskin, Ashwaubenon Branch Manager, welcomed the Library Board to the branch. She gave an overview of the library stating that the building was built in 1973 and was one of the larger branches at the time. They have a solid, steady circulation. The customer base is mixed – long-time residents and newer families. The local Lions and Lioness' clubs are very supportive of the branch and have funded special equipment for the visually impaired and purchases for the collection. Programming includes senior Wii bowling, book discussion group, knitting group and a memoir writing group. Curt Beyler commented on improvements made to the branch including emergency lights; night setbacks; new exhaust fans; outdoor benches; exterior painting; and new landscaping. Monica Golomski complimented Caroline on the good service she and her staff give. A recent survey conducted by the village ranked the library as a favorite service.

Mr. Lyle Wilquet (Green Bay) submitted a Request for Review form to the Library Board asking that an R-rated DVD be removed from the library's collection because he found it objectionable and was shocked by the content. He asked if the Board chooses what goes in the collection. Lynn Stainbrook stated that the library has a collection policy that guides the selection of materials. An R-rated DVD would only be checked out to patrons 18 years or older. Children would be blocked from checking it out. Froelich noted that it was a choice to view it or not but Wilquet opposed his tax dollars paying for it. Froelich indicated that if it was found objectionable then it shouldn't be watched – the library can't censor. Tony Theisen said the library has to be objective and follow a standard. Dale Cropper said we don't allow items in the collection that are rated higher than an R but some films are not rated. Discussion ensued about remaining objective in selection and purchases. Kathy Pletcher appreciated Mr. Wilquet's concerns but stated that his view is his opinion and the Library Board delegates selection to library professionals and won't overrule the judgment of the selectors. The Board approves and oversees the policies but this particular item does not violate the approved policies. Mr. Wilquet pressed on encouraging the withdrawal of the DVD. Mr. Wilquet said some R-rated material is ok but this isn't. Theisen said how is staff supposed to know how to do their job? Terry Watermolen likened this opposition to violence in films – some may find violence objectionable. Others may think it is acceptable. Terry thanked Mr. Wilquet for his opinion and suggested that the Library Board review the collection policy at their meeting in November to reaffirm it or modify it.

### OPEN FORUM FOR THE PUBLIC

Mike Aubinger presented the recent citizen survey conducted by the Village of Ashwaubenon. The library rated very favorably. It has a strong following, strong likeability and ranks in the top ten of services that the village should continue to provide. 26% responded that they visit the library often. A professional firm analyzed the results. Mike presented the citizen survey to the board.

### FACILITIES REPORT

**a. Central Library Renovation update** Lonn Frye and Tony Rosales presented updated floor plans of a renovated Central Library. Lonn stated that they are close on meeting the requirements of pre-design contract and complimented the team. Tony showed a PowerPoint that reiterated the methodology and Lonn explained what has taken place since the beginning. All parties involved have been very serious about this project. The information is very accurate. Lonn

explained the floor plans and noted that the big concerns are code violation; energy efficiency; building system upgrades; building and life safety and accessibility. Large issues included air handlers, plumbing; quality control and electrical. Lonn confirmed that this is an in-depth project and the specs outline everything. The redesign substantially improves functionality and flexibility of the entire building. Many of the improvements meet LEED credits. The energy efficiencies meet the county's 25% increase in efficiency goal.

It is agreed that the master plan makes sense. If done in steps, concerns arise. The Central Library is space that is already owned and the renovation plan is economically feasible and well-studied.

It will be presented to Ed & Rec. on December 2 and then to the County Board. Tax payer's money would be spent more effectively in a renovated building because, right now, there are emergencies just waiting to happen.

Lonn indicated that the Executive Summary will be very specific about the facts.

**b. Approval of Federal Funds Expenditure** The library was awarded \$300,000 in the current year's federal appropriations bill. These monies are to be used for renovations and repairs at the Central Library. Eric Baumann and Dave Sachs from Boldt reviewed all the paperwork and suggested a potential use for the grant money. The recommendation is to replace the existing skylights with high-efficiency skylights (\$280,000) and, if funds are available, replace the controls, systems and interior finishes of the public elevators. This money must be spent in 2010. **Motion** by Buboltz, seconded by Hickey, to authorize the expenditure of the federal grant monies to demo and replace the skylights as part of the overall architectural project and other projects that could be completed using remaining funds. **Motion carried unanimously.** The November meeting will include a review of the payback periods of projects contained in the energy audit.

*Paul Kegel left the meeting at 8:30 p.m.*

In the interest of Bob Heimann's and Kevin Raye's time, **Motion** by Pletcher, seconded by Golomski, to move agenda item #9 to before agenda 4c. **Motion carried.**

**INFORMATION SERVICES REPORT ON SERVICES RECEIVED** Lynn Stainbrook commented on how hard Kevin Raye and Sarah Evers have been working on the library's new integrated library system; PC reservation system; readying the laptops that will be available for check-out; troubleshooting compatibility issues and more. Lynn feels like progress is being made. Terry wondered if additional help for training might be of use for both staff and the public since there have been so many changes with the new system. Lynn will explore this idea. The Board agreed that if additional help can be found to educate the staff and the library patrons on Symphony and e-library (the online catalog) it should be done.

**c. Solar Energy Project at Kress** Lynn reported that the WPS and Focus on Energy grants had been awarded and fundraising the additional \$50,000 is the next step. There is one year to expend these funds.

**d. Energy Conservation Methods Update** Curt reviewed the progress of the energy conservation methods. The sealing of duct leaks and the insulation of the supply ducts at the Kress Branch were completed and the re-commissioning and lamp replacements are underway. Weyers-Hilliard's re-commissioning is also underway. The demand controlled ventilation is being implemented at Weyers-Hilliard, Kress and Ashwaubenon branches.

#### **ACCOUNTANT'S REPORT**

**a. Financial Report** The financial reports for August and September were presented. **Motion** by Golomski, seconded by Theisen, to approve the August and September, 2010 financial statements. **Motion carried.**

**b. Acceptance of Gifts Grants and Donations** The August and September, 2011 gifts, Grants and Donation reports were presented as follows:

#### **August, 2010**

GGBCF/Wrightstown Area Library Committee	4,508.26	Wri Operating Expenses
Barbara Kane	60.00	Adopt A Program
Friends of the Brown County Library	6,328.00	Card Payment Option
Friends of the Brown County Library	1,039.36	WH Stools
Friends of the Brown County Library	3,250.00	Cen Bookcheck
The Celebrate Committee Inc.	500.00	Kress Children's Materials
Friends of the Brown County Library	371.89	Ash, Kress, Cen Supplies
Friends of the Brown County Library	2,755.06	Cen & Branch Supplies
Green Bay Film Society	75.00	Film

Ashwaubenon	14.86	Donation Box
Bookmobile	18.39	Donation Box
East	41.03	Donation Box
Weyers/Hilliard	41.48	Donation Box
Central Circulation	51.61	Donation Box
Kress	15.12	Donation Box
Adult Services	3.75	Donation Box
Pulaski	10.70	Donation Box
Southwest	12.75	Donation Box
Wrightstown	8.17	Donation Box
<b>Total Donations</b>	<b>\$ 19,105.43</b>	

**Federal & State Grants**

Nicolet Federated Library System	\$ 208.74	Collection Development
Nicolet Federated Library System	993.10	Continuing Education
<b>Total Grants</b>	<b>\$ 1,201.84</b>	

**September, 2010**

Friends of the Brown County Library	350.00	Programming books
Friends of the Brown County Library	182.26	Ash giggle mirror
John Bettinger	50.00	Films & movies
Ann Kapitz	500.00	SW improvements
Ashwaubenon	32.05	Donation Box
Bookmobile	0.00	Donation Box
East	40.54	Donation Box
Weyers/Hilliard	30.57	Donation Box
Central Circulation	33.40	Donation Box
Kress	50.75	Donation Box
Adult Services	7.68	Donation Box
Pulaski	412.41	Donation Box
Southwest	17.50	Donation Box
Wrightstown	17.21	Donation Box
<b>Total Donations</b>	<b>\$ 1,724.37</b>	

**Federal & State Grants**

Nicolet Federated Library System	\$ 3,220.00	Collection development
Nicolet Federated Library System	666.30	Continuing education
<b>Total Grants</b>	<b>\$ 3,886.30</b>	

**Motion carried.**

**BUDGET** The 2011 budget will be presented to Ed & Rec. on October 26. Lynn doesn't expect many changes to the library's budget. She thinks the meeting will focus more on the capital improvements plan and bonding.

**REQUEST FOR BUDGET TRANSFER: LIBRARY AUTOMATION CONSULTING SERVICES** **Motion** by Golomski, seconded by Hickey, to approve up to \$10,000 for custom work applied to the library's automation system by SirsiDynix. **Motion carried.**

**CAPITAL IMPROVEMENT PLAN** The Capital Improvement Plan that was presented to Ed & Rec. was briefly reviewed. It gives a good explanation of the current status of the Central Library, what the issues are in relation to the building and justification for the Central Library renovation plan to be included in the county's capital improvement plan.

The Wrightstown Area Library Committee (WALC) has been working on renewing its partnership (that existed from 1971 until 2003) with the Village of Wrightstown to maintain and support the Wrightstown Branch Library. Since the library relocated, the WALC has raised nearly \$150,000 to maintain the library facility. Carla Buboltz reported that Wrightstown needs to relocate the village offices over the next several years when a new bridge is constructed. A unique opportunity exists to continue the support of the branch library with a three-way partnership for support. The partnership between the Village of Wrightstown and the Wrightstown Branch Library could be re-established with the use of 2000 square feet in the new municipal building. The Library Board and the WALC would continue their support through staffing, county dollars and fund-raising efforts.

The WALC's proposal to the Village of Wrightstown is supported by the Library Board. If approved, a memorandum of understanding would be drawn up to present to the county.

### **COLLECTION DEVELOPMENT**

**a. Freegal Proposal** Dale Cropper described a new database service the library will be offering its patrons. It is Freegal – free and legal music downloads. It is an online system where patrons can download up to three free songs per week. The database (hundreds of thousands of songs from the Sony music catalog) will be accessible from the library's web site and will require a library card in good standing to be used.

**b. Audio book download station proposal** Another new service that will be implemented is OverDrive download stations. OverDrive is a service currently offered through the library's web site that allows patrons to download audio book, e-books and some music – but they must do so from a home computer. Licensing agreements have prohibited this service in the library. The proposed download stations make OverDrive available in the library for audiobooks. The first station costs \$500 with each additional station costing \$250. A dedicated PC at each library will act as the download station. **Motion** by Golomski, seconded by Buboltz, to authorize the purchase a one-year subscription to the Freegal database and OverDrive download stations for all library locations. **Motion carried.**

### **NICOLET FEDERATED LIBRARY SYSTEM**

John reported that the Resource Library Agreement is up for renewal and Lynn and Mark Merrifield have a meeting regarding this. He also suggested that staff development needs be presented to NFLS by their December 7 meeting. At the last NFLS board meeting, a nominating committee for next year's officers was formed.

### **STAFF OUT-OF-COUNTY TRAVEL APPROVAL**

**Motion** by Theisen, seconded by Pletcher to approve Curt Beyler's and Andy Kellner's travel to pick up and deliver shelving for the Central Library. **Motion carried.**

### **SUNDAY HOURS**

At present, only the Central Library is open on Sunday. The question has been asked if this is the best service the library can provide its patrons. Would it be better to have the two larger branches open and stagger their hours? Would patrons go to another branch? How would patrons be impacted? Kathy suggested asking Sunday patrons and asking at the branches and Monica suggested surveying all branches to get an idea of how patrons would react if such a change was implemented.

**PRESIDENT'S REPORT** No report.

**DIRECTOR'S REPORT** A draft of the legislation related to public library records has been crafted by the Legislative Reference Bureau. Lynn will be attending the Legislative Committee meeting where this will be addressed. She will also be in Madison for the SRLAAW and LSTA grant committee meetings.

**SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW** None.

### **ADJOURNMENT**

**Motion** by Theisen, seconded by Pletcher, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 10:00 p.m.

### **NEXT REGULAR MEETING**

November 18, 2010  
Central Library  
515 Pine Street  
6:00 p.m.

Respectfully submitted,

Carla Buboltz, Secretary  
Sue Lagerman, Recording Secretary