

**EASTERN SHORES LIBRARY SYSTEM AND MID-WISCONSIN FEDERATED LIBRARY
SYSTEM
Implementation Committee - Finance Committee Minutes**

Germantown Community Library

September 29, 2016

Called to Order: 5:02 P.M.

Adjourned: 5:53 P.M.

PRESENT: Wendy Schobert-presiding, Don Dohrwardt, Geri Feucht and Gene O'Brien

ABSENT: Bill Goehring

ALSO PRESENT: Amy Birtell, Mike Gelhausen, Doug Rakowski, Nancy Szatkowski and Lynn Huether

1. **Call to Order:** Wendy Schobert called the meeting to order at 5:02 p.m. The meeting was posted according to the open meeting law.

2. **Truck:** Wendy Schobert present the information on leasing a truck or purchasing the truck. It would more cost effective for the system to lease the truck for four-year. Mike Gelhausen also, stated that the PLRS group is doing a study on the delivery service which could change the status on how the service works now. Don Dohrwardt made the recommendation for the four-year lease. Gene O'Brien moved to present to the full committee. Seconded by Geri Feucht, motion carried by voice vote.

3. **Hub-Site:** Lynn Huether explain the storage unit and security at the unit. The storage unit lease is for one year. It has an office, a bathroom for the drivers. Also it has large area to sort the books and house the truck. Mike Gelhausen made the recommendation to lease the unit for the Hub Site. Don Dohrwardt moved to present to the full committee. Seconded by Gene O'Brien, motion carried by voice vote. Regarding the security at the unit. The owner does not have any security cameras for the property. A sale rep from JSM Secure was contacted and came to look at the storage unit and stated that it would be easy to have a security system installed. He recommended that we go with the basic plan, which we can choose from three levels. Don Dohrwardt recommended that we do \$40.00 a month and the three-year agreement. Seconded by Gene O'Brien, motion carried by voice.

4. **Budget:** The budget was updated to add Mike Gelhausen salary. The insurance number will be updated after October 6, 2016. Lynn Huether will be attending a meeting in Madison on the insurance.

5. **Adjourn:** At 5:53 p.m. Don Dohrwardt moved to adjourn, Gene O'Brien seconded, motion carried by voice vote.

I contacted JSM Secure, and the sales rep came to look at the storage unit and it would be easy to have a security system installed. He recommended the basic plan which has three levels.