

## MEETING MINUTES

### Ellsworth Public Library Board of Trustees Meeting

Tuesday, August 26, 2014

6:00 p.m.

Ellsworth Public Library, 312 West Main St., Ellsworth, WI 54011

Call to order – The meeting was called to order by acting president Judy Perkins at 6:15pm

Establish a quorum – Attending Sue Palmquist, Judy Perkins, Sharon Hofmeister, Sue Potter, Curt Wandamacher, Dawn Schulte and Library Director Shelley Anderson.

Certification of compliance with Open Meeting Law met.

Motion made to approve the agenda by Sue Potter, seconded by Dawn Schulte.

Motion carried.

Approve minutes from the July 29, 2014 Meeting

#### Current Business

- Review and approval of financial reports Motion made by Curt W., seconded by Sue P. Motion carried.
- Audit and approval of monthly expenditures - Motion made by Dawn S., seconded by Sue Potter.
  
- Review and approval of director's report

#### Director's Report August, 2014

##### 1. July Statistics:

- a. Total circulation: 7214
- b. Public access computer use: 481 sessions, 13,359 minutes used
- c. Overdrive downloadable media: 399 total checkouts
- d. Door count: June - 4620 and July - 4143

##### 2. New cards: 23

##### 3. Activities/Programs

###### a. August programs:

Summer Science-weather	7/31/2014	19
Preschool Storytime	7/31/2014	23
Preschool Storytime	8/1/2014	40
Read at Care Center	8/5/2014	7
National Night Out	8/5/2014	390
Preschool Storytime	8/7/2014	12
Preschool Storytime	8/8/2014	28
Tech Time	8/12/2014	3
Summer Science - Hoops	8/14/2014	24
Preschool Storytime	8/14/2014	21
Preschool Storytime	8/15/2014	19
Family Fun/Park - Zinghoppers	8/19/2014	156
Panthers Kids Club Program	8/20/2014	36

4. Facilities/Equipment/Services
    - a. Pierce County Library Plan - important meeting dates:  
County Board meeting – Tues., Sept. 23, 7:00 p.m.
    - b. Update on Badgernet (internet) upgrade – waiting on AT&T to complete installation, they have been contacted
  5. Personnel
    - a. Sierra Circ / Customer Service workshop at Roberts, WI, Sept. 25 – staff attending / a.m. and p.m.
    - b. Bus Tour, Oct. 24, IFLS sponsored trip to visit several libraries in the Twin Cities
  6. Friends of the Library
    - a. Next meeting – Tues., Sept. 2, 6:30 p.m.
    - b. Further discussion on forming 501(c)3
  7. Building/Space Committee update
    - a. Meeting agendas and minutes are on our website:  
[www.ellsworthlibrary.org](http://www.ellsworthlibrary.org)
      - i. Click on “Building/Space Needs”, left side of page
    - b. Next meeting – Mon., Sept. 8, 6:30 p.m.
- Building/Space Committee update – No meeting last month.
  - Motion to accept directors report made by Sue Palmquist, seconded by Sue Potter, motion carried.
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#### **New Business**

- Personnel discussion
- Shelley Anderson, Library Director, has accepted a position at the Ellsworth School District. She will continue at the library on a part time basis to handle the accounts payable and assist with the transition to a new director. Date of end of employment to be determined at a later date.
- Sue Palmquist resigned her position as president of the library board, but will remain on the board as a trustee.
- Maggie Jungman resigned her position of library trustee. Jerry DeWolfe will be notified to contact Barry Cain, Ellsworth School District Superintendent to appoint another school district representative.
- Director Ad will be placed in the Herald, the Shopper and on the IFLIS website. Judy P will take care of placing the ad. Applications will be due by Sept 16, 2014. Review applications at the Village Hall on Sept 18 at 4:30pm.

Adjournment – Motion made to adjourn by Sharon Hofmeister, seconded by Curt W., motion carried.

Next Meeting: September 23, 2014 6:00pm.

Respectfully submitted by Sharon Hofmeister, acting secretary.