

Ellsworth Public Library Board of Trustees
Tuesday, March 25, 2014 Meeting Minutes

1. Call to order

Sue Palmquist called to order the regular meeting of the Ellsworth Public Library Board at 6:15 p.m. on Tuesday, March 25, 2014.

11. Establish A Quorum

Sue Palmquist conducted a roll call. The following persons were present: Judy Perkins, Curt Wandmacher, Sue Potter, Sue Palmquist, Shelley Anderson, Sharon Hofmeister, and Dawn Schulte. Not present: Maggie Jungmann.

111. Approve Agenda

A Motion was made by Judy P. and seconded by Curt W. to approve the agenda. Motion carried.

1V. Approval of minutes from Tuesday, February 25, 2014.

Dawn Schulte made a motion to approve the amended minutes, seconded by Sue Potter. Motion carried.

V. Current Business

A. Review and approval of financial reports

A motion was made by Sue Potter and seconded by Judy Perkins to approve financial reports. Motion carried.

B. Audit and approval of monthly expenses

A motion was made by Judy Perkins and seconded by Dawn S. to approve. Motion carried.

C. Review and approval of Director's Report

1. February Statistics:

- a. Total circulation: 6,557
- b. Public access computer use: 499 sessions, 15,534 minutes used
- c. Overdrive downloadable media: 339 total checkouts

2. New cards: 36

3. Activities/Programs

a. March programs:

Legos in the Library	2/25/2014	18
Preschool Storytime	2/27/2014	8
Teen Fun	2/27/2014	4
Preschool Storytime	2/28/2014	26
Read at Care Center	3/4/2014	9
Movie Night - Free Birds	3/4/2014	15
Preschool Storytime	3/7/2014	23
Tech Time	3/6/2014	6
Job Service Presentation	3/12/2014	6
Preschool Storytime	3/13/2014	19
Preschool Storytime	3/14/2014	19
Willy Wonka Magical Chocolate Factory	3/14/2014	98
American Girl Adventures	3/15/2014	23
Pierce County Daycare Providers/Julie	3/17/2014	8
PJ Storytime	3/18/2014	16
Preschool Storytime	3/20/2014	14
Morning Book Club	3/20/2014	5

Feb. Reading Challenges: adults – 664 slips returned; teens – 77 returned.
Gift certificates to winners in each Olympic category; Tom Bayer, winner of dinner with the staff

IFLS received an LSTA (Library Services and Technology Act) grant, providing workshops for youth services people

- b. Upcoming programs:
 - i. School Art Display thru the month of March; Quilt Display in April
 - ii. Movie – Tues., April 1, 6:00 p.m. – Frozen
 - iii. Mystery Quilt Reveal - Thurs., March 27th, 6:30
 - iv. I Read 100 Stories – 74 signed up
 - v. 1000 Books Before Kindergarten – 96 signed up
 - vi. Author Steve Kosa - Tues., April 8th, 6:30
 - vii. Pierce County Health Fair – Thurs., April 10, 10:30 to 2:00
 - viii. Spring Fever Expo – Sat., April 12, 9:00 to 1:00, need help
 - ix. Book Sale – Sat., April 26, 9:00 to 2:00
 - x. Summer Library Program kickoff visits from schools scheduled
4. Facilities/Equipment/Services
 - a. Door counter installed
 - b. Fiber to be installed to library for faster internet access – AT&T
 - c. English Lutheran church members will clean up outside library – April 27th
 - d. Project WIN
5. Personnel
 - a. Attended Acquisitions training at IFLS – March 12, Laurie, Karin, Shelley
 - b. Attended Early Literacy symposium in Stevens Point – March 21, Julie, Shelley
 - c. Laurie will be attending the MORE Operations Committee meeting at IFLS – Mon., March 31
6. Friends of the Library
 - a. Next meeting – Tues., April 1, 6:30 p.m.
7. Building/Space Committee Update
 - a. Meeting agendas and minutes are on our website:
www.ellsworthlibrary.org
 - i. Click on “Building/Space Needs”, left side of page
 - b. Next meeting – Mon., April 14, 6:30 p.m.

V1. New Business

-Discussion and action: Employee 6-month evaluation – Motion made by Sue Potter to increase the hourly wage by \$0.50 effective 2-1-2014, seconded by Sue Palmquist. Motion carried.

-Summer help – Board directed library director to research job description, wages and hours needed for summer help.

-Personnel policy clarification – Reviewed, no action taken.

A motion was made by Sharon Hofmeister to adjourn, seconded by Judy Perkins. Motion carried.

Next meeting Tuesday, April 29, 6:00 p.m.

Submitted by Sharon Hofmeister