

Ellsworth Public Library Board of Trustees Meeting Minutes  
Tuesday, June 30, 2015

I. Call to order

The meeting was called to order at 5:00pm by president Judy Perkins.

II. Establish a quorum

In attendance were Judy Perkins, Sue Potter, Sharon Hofmeister, Angie Bjork, Curt Wandmacher, Dawn Schulte, Karen Solyntjes and Tiffany Meyer.

III. Certification of compliance with Open Meeting Law

Open meeting law compliance was met.

IV. Approve agenda

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

V. Florence LaBeau reported on the Friday Art program, Cheese Curd Festival participation, the Tuesday evening program and the Wednesday afternoon program.

VI. Approve minutes from the May 26, 2015 Meeting Motion made by Sue Potter to approve the May meeting minutes, seconded by Angie Bjork. MSC

VI. Current Business

A. Review and approval of director's report - Motion made by Sharon Hofmeister to approve director's report, seconded by Dawn Schulte. MSC

B. Audit and approval of financial reports - Motion made by Curt Wandmacher to approve the monthly expenditures, seconded by Sue Potter. MSC

C. Review and approval of monthly expenditures – Motion made by Sue Potter to approve the monthly expenditures, seconded by Angie Bjork. MSC

D. Discussion and action on repair of copy machine. Tiffany has 3 proposals for replacement of copier. Curt Wandmacher made a motion to have Tiffany purchase the copier best suited for our needs, seconded by Sue Potter. MSC

E. Discussion and action regarding tablet usage policy. Reviewed policy presented by Tiffany. Curt Wandmacher made a motion to accept the policy, seconded by Karen Solyntjes. MSC

New Business

1. Discussion and action re: matured CD. CD held by the Village will mature July 9th. We have until July 16th to decide how to proceed. Motion made by Curt Wandmacher to have Peggy review available options and select the option with the best interest rate, seconded by Sue Potter. MSC

2. Discussion of updates needed to the current director job description. No action taken. Will reach out to John Thompson at IFLS for additional information and review updated job description next month.

3. Discussion of MORE 2016 Budget Preview. Budget hearing will be July 10, July 24 directors will vote on the budget. Tiffany will attend the MORE Budget meetings. Informational only.

Adjournment: Dawn Schulte made a motion to adjourn the meeting, seconded by Angie Bjork. MSC Meeting adjourned at 6:13 pm.

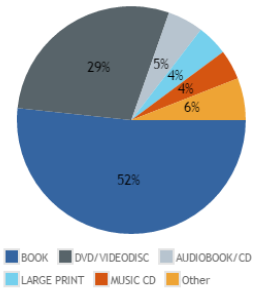
Next Meeting: July 28, 2015 at 5:00 p.m.

# Director's Report

## June 30, 2015

### 1. May Statistics:

- a. Total circulation: 5,202
- b. New patrons: 24
- c. Items added: 303
- d. Public access computer use: 415 sessions; 12,567 minutes
- e. E-materials Checkouts: 372
- f. Door count: 2,868



### 2. Activities/Programs

#### a. June programs:

St. Francis School Visits	5/26	81
Legos in the Library	5/26	15
Morning Book Club	5/28	5
PSL Book Club	5/28	5
Teen Fun	5/28	2
Care Center Outreach	6/2	7
Writer's Workshop	6/2	2
PSL Outreach	6/4	7
Tech Time	6/4	3
Family Movie Night	6/9	18
Preschool Storytime	6/11	17
Preschool Storytime	6/12	15
Art Camp	6/12	14
Preschool Playdate	6/15	2
Juggler Jason Huneke	6/16	77
KB Magic	6/17	94
Magic Hands Workshop	6/17	34
Cooking Class for Teens	6/17	4
Preschool Storytime	6/18	9
Morning Book Club	6/18	5
Preschool Storytime	6/19	9
Art Camp	6/19	12
Genealogy for Teens	6/23	3
Legos in the Library	6/23	23
Summer Pool Party	6/24	128
Storytime @ Care Center	6/25	7
Preschool Storytime	6/26	15
Art Camp	6/26	9



*Clown Storytime*



*Jason Huneke*



*Legos in the Library*

#### b. Upcoming Programs

- i. Cheese Curd Festival Outreach & Usborne Book Fair 6/27
- ii. Hillbilly Science Spectacular Comedy Show 7/1
- iii. Preschool Storytime, PSL Outreach & Tech Time 7/2

### 3. Facilities/Equipment/Services

- a. Equipment Assistance at Senior Center 5/27, 6/16 & 6/24
- b. Resume Assistance follow-up from Writer's Workshop sessions
- c. AR testing onsite – article in Herald and promotion through schools well-received

- d. Front door is repaired; waiting on estimates for repair of ceiling in storage area
- e. Fire inspection report 5/27 – no violations noted at this time
- f. Library will be closed 7/3 & 7/4

4. Personnel

- a. Staff meeting 6/11 – discussed AR testing, summer library program and display areas
- b. Staff Training: 6/15 – Cataloging w/ Julie from IFLS (Laurie, Margaret, Madeline, Tiffany)
- c. Florence LaBeau attended the Chamber meeting 5/28 on behalf of the library
- d. Laurie Braun reached her 8-year milestone and Madeline Page celebrated one year with EPL

5. Volunteers

- a. Teen Volunteer – Theresa Walker assisting with youth programs over the summer
- b. EHS volunteers assisted moving boxes 5/29

6. Friends of the Library

- a. Met 6/23 – viewed fundraising webinar; discussed annual campaign
- b. Next scheduled meeting – July 13, 10:00 a.m.

7. Building/Space Committee update

- a. Next scheduled meeting – July 9, 6:30 p.m.



*KB Magic*



*Art Camp Fridays*



*EHS Volunteers*