

Ellsworth Public Library Board of Trustees Meeting Minutes

Tuesday August 30, 2016

The monthly meeting of the Ellsworth Public Library was called to order by President Judy Perkins at 5:02 p.m.

Establish a quorum - In attendance were Judy Perkins, Angie Bjork, Curt Wandmacher, Dawn Schulte, Sue Potter, Karen Solyntjes, Sharon Hofmeister and Library Director Tiffany Meyer.

Compliance with Open Meeting Law was met.

Curt Wandmacher made a motion to approve the agenda, seconded by Angie Bjork. Motion carried.

Sue Potter made a motion to approve the minutes of the March 2016 meeting, seconded by Curt Wandmacher. Motion carried.

Current Business

1. Curt Wandmacher made a motion to approve the financial reports, seconded by Karen Solyntjes. Motion carried.
2. Dawn Schulte made a motion to approve the monthly expenditures, seconded by Angie Bjork. Motion carried.
3. Sharon Hofmeister made a motion to approve the director's report, seconded by Sue Potter. Motion carried.

New Business

- A. Discussed the holiday library schedule. Policy will be reviewed, no action needed at this time.
- B. Reviewed proposed 2017 budget. No action needed.

Sue Potter made a motion to adjourn at 5:49pm, seconded by Sharon Hofmeister. Motion carried.

Submitted by Sharon Hofmeister, Secretary

Next Meeting: September 27, 2016 at 5:00 p.m.

Director's Report

August 30, 2016

1. July Statistics:

- a. Total circulation: 7,260
- b. New patrons: 39 (up from 28 July 2015)
- c. New items: 293
- d. Public access computer sessions: 495
- e. Wireless sessions: 895
- f. E-materials checkouts: 345 (up from 322 July 2015)
- g. Website Visits: 1,134
- h. Door count: 31,833 (this is clearly incorrect – front door counter is off)

2. Activities/Programs

a. July/August:

PJ Storytime	7/26	14	Morning Book Club	8/11	3
PKC Booktalk	7/27	46	Cooking from Scratch	8/11	12
Art with Ann	7/28	12	From Apron to Pavement	8/11	13
From Apron to Pavement	7/28	18	Terry Fisk: Live to 100	8/16	40
Storytime: Farm	7/29	28	Legos in the Library	8/16	8
Atrium Outreach	8/2	11	PKC Booktalk	8/17	40
PKC Booktalk	8/3	48	From Apron to Pavement	8/18	5
PSL Outreach	8/4	8	Storytime: Frogs & Turtles	8/19	28
From Apron to Pavement	8/4	12	PJ Storytime	8/23	11
Storytime: Ice Cream	8/5	17	Art with Ann	8/25	6
Tech Time	8/8	3	From Apron to Pavement	8/25	18
Family Movie Night	8/9	14	Storytime: Beach	8/26	19
PKC Booktalk	8/10	42			

- b. Upcoming:
 - i. From Apron to Pavement has been extended into September: Sep. 15 – short walk and chair massage; Sep. 29 – short walk, guest speaker and a healthy meal
 - ii. “Between the Lines: Coloring for Adults & Stress Relief” with Kesha Marson Sep. 20 10:00 a.m. (co-sponsored by Senior Center)
 - iii. “What Folksongs Tell Us About Work in Wisconsin” with Jim Leary Sep. 28 1:30 p.m. (co-sponsored by Senior Center)

- 3. Facilities/Equipment/Services
 - a. Exterior doors, railings and sign
 - b. Hotspots for checkout

- 4. Personnel & Volunteers
 - a. Meetings: Pierce County Finance Committee, Aug. 1 – ACT 150 reimbursement (Tiffany); Village Board, Aug. 1 (Tiffany); Friends of EPL, Aug. 4 (Tiffany); Staff, Aug. 11 – discussed fall programs/staff schedule, policy issues, building needs (all staff); Marketing, Aug. 12 (Laurie, Florence, Tiffany); ACT 150 meeting, Aug. 18 – Polk County library directors and municipal board trustees (Tiffany, Curt Wandmacher); Village Finance Committee, Aug. 29 – preliminary budget (Tiffany); special Village Board meeting, Aug. 29 – geocaching program on Village property (Tiffany, Darcy)
 - b. Training: Trustee Training Week was Aug. 21-27
 - c. Outreach: National Night Out, Aug. 2 (Florence, Kaitlin); Fire Dept. Community Parade, Aug. 14 (all staff, Angie Bjork); Lindgren open house, Aug. 17 (Tiffany, Pam Enger); Ellsworth Middle School open house, Aug. 18 (Darcy, Janet Barringer); Hillcrest open house, Aug. 23 (Darcy, Dawn Schulte); Prairie View open house, Aug. 23 (Judy Perkins, Audrey Severson); St. Francis, Aug. 29 (Florence, Joyann Johnson)

- 5. Friends of the Library
 - a. Met Aug. 4 at 5:00 p.m. – discussed membership campaign and EPL volunteer needs
 - b. Next scheduled meeting – Sep. 1, 5:00 p.m.

- 6. Building/Space Committee update
 - a. Next scheduled meeting – TBD