

Ellsworth Public Library Board of Trustees Meeting Minutes
Tuesday, December 20, 2016

The monthly meeting of the Ellsworth Public Library was called to order by President Judy Perkins at 5:04 p.m.

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

Compliance with Open Meeting Law was met.

Dawn Schulte approved the agenda, seconded by Karen Solyntjes. Motion carried.

Curt Wandmacher made a motion to approve the minutes of the November 2016 meeting, seconded by Angie Bjork. Motion carried.

Current Business

1. Dawn Schulte made a motion to approve the financial report, seconded by Sharon Hofmeister. Motion carried.
2. Sharon Hofmeister made a motion to approve the monthly expenditures, seconded by Karen Solyntjes. Motion carried.
3. Karen Solyntjes made a motion to approve the director's report, seconded by Angie Bjork. Motion carried.
4. Tiffany updated the library board on the building project. No action needed at this time.
5. Bank Mutual CD will roll over. No action needed at this time.

New Business

- A. Curt Wandmacher made a motion to approve the staff wages as a 2% increase for 2017, seconded by Dawn Schulte. Motion carried.
- B. Dawn Schulte made a motion to approve the 2017 budget, seconded by Angie Bjork. Motion carried.
- C. Discussed the secretary position. Karen Solyntjes will take over the position in February.

Curt Wandmacher made a motion to adjourn the meeting, seconded by Dawn Schulte. Motion carried. Meeting adjourned at 5:33 p.m.

Next Meeting: January 31, 2017 at 5pm

Director's Report

December 20, 2016

1. November Statistics:

- a. Total circulation: 5,838 (up from 4,848 in 2015)
- b. New patrons: 12
- c. New items: 374
- d. Public access computer sessions: 405 (up from 344 in 2015)
- e. Wireless sessions: 725
- f. E-materials checkouts: 398
- g. Website Visits: 727
- h. Door count: 2,888

2. Activities/Programs

a. November/December:

Discovering America	11/30	34
Morning Book Club	12/1	4
Preschool Storytime	12/2	15
PJ Storytime	12/6	43
Cooking from Scratch	12/8	11
Preschool Storytime	12/9	13
STEAM	12/10	13
Tech Time	12/12	3
Atrium Outreach	12/13	9
PSL Outreach	12/14	10
Make & Take	12/15	20
Preschool Storytime	12/16	13



b. Upcoming:

- i. Focus on Teen Reading in January
- ii. “Who Will Speak for You When You Can’t Speak for Yourself” with Julie Holle
Jan. 17, 10 a.m.
- iii. “Music from the Backyard & Front Porch” with Lauren Pelon, Jan. 25, 1:30 p.m.

3. Facilities/Equipment/Services

- a. New signage installed Dec. 9 by David Markson of Sign & Design

4. Personnel & Volunteers

- a. Meetings: Village Board, Dec. 5 (Tiffany); Acquisitions, Dec. 8 (Tiffany); Play & Learn curriculum planning, Dec. 8 (Tiffany); Digital marketing, Dec. 9 (Laurie, Darcy, Tiffany); January programs, Dec. 14 (Laurie, Florence Jeanne, Tiffany); MORE Operations Committee, Dec. 19 (Laurie); Staff meeting, Dec. 20 (all staff)
- b. Training: Boopsie Mobile App webinar, Dec. 6 (Tiffany); Troubleshooting OverDrive webinar, Dec. 8 (Darcy); Data Clean-up Workshop, Dec. 15 (Tiffany)
- c. Darcy Behringer completed introductory period Dec. 5

5. Friends of the Library

- a. Next scheduled meeting – Jan. 5, 5 p.m.

6. Building/Space Committee update

- a. Next scheduled meeting – TBD