

Ellsworth Public Library Board of Trustees Meeting Minutes
Tuesday, May 31, 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, Curt Wandmacher, Dawn Schulte, Sue Potter, Karen Solyntjes, Sharon Hofmeister and Library Director Tiffany Meyer. Absent: Angie Bjork.

Compliance with Open Meeting Law was met.

Sharon Hofmeister made a motion to approve the agenda, seconded by Karen Solyntjes. Motion carried.

Dawn Schulte made a motion to approve the minutes of the April 2016 meeting, seconded by Curt Wandmacher. Motion carried.

Current Business

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

New Business

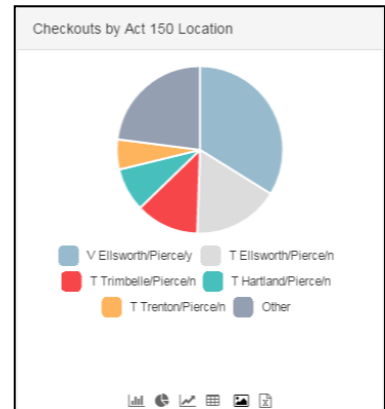
- A. Tiffany Meyer attended the WAPL Conference which focused on public libraries. No action needed.
- B. Discussion on the options for recovery of library materials. Additional information regarding the cost and processes will be obtained and discussed at the June board meeting. No action needed.
- C. Discussion of the Ellsworth Public Library's involvement in the Farmers Market. Curt Wandmacher made a motion that the Ellsworth Public Library will not organize a local farmers market, seconded by Karen Solyntjes. Motion carried.
- D. Tiffany Meyer will attend a class offered by the University of Wisconsin Madison on writing of Volunteer Policy. No action needed.
- E. Trustee Essentials education will be June 7th. Tiffany shared a newsletter prepared by the IFLS staff for library trustees. No action needed.
- F. Curt Wandmacher made a motion to reconvene in closed session pursuant to Wisconsin Statutes Section 19.85(1)(c), seconded by Dawn Schulte. Motion carried.
Roll call taken: Karen Solyntjes, Curt Wandmacher, Dawn Schulte, Sharon Hofmeister, Sue Potter, Judy Perkins. Also in attendance was Library Director Tiffany Meyer.
- G. Karen Solyntjes made a motion to reconvene in open session pursuant to Wisconsin Statutes Section 19.85(1)(c), seconded by Curt Wandmacher. Motion carried.
Roll call taken: Karen Solyntjes, Curt Wandmacher, Dawn Schulte, Sharon Hofmeister, Sue Potter, Judy Perkins.

Dawn Schulte made a motion to adjourn the meeting seconded by Sharon Hofmeister. Motion carried. Meeting adjourned at 6:08pm

Next Meeting: June 28, 2016

Director's Report May 31, 2016

EPL Checkouts by ACT 150 Location
April 1-30, 2016



1. April Statistics:

- a. Total circulation: 6,176
- b. New patrons: 19
- c. New items: 213
- d. Public access computer sessions: 393
- e. Wireless sessions: 266
- f. E-materials checkouts: 392
- g. Website Visits: 1,232
- h. Door count: 2,897

2. Activities/Programs

a. April/May:

After School Make & Take	4/27	5	Legos in the Library	5/17	13
Preschool Storytime	4/29	24	Morning Book Club	5/19	5
Atrium Outreach	5/3	7	St. Francis School Visits	5/20	82
PSL Outreach	5/5	7	Author Visit: Dierkhising	5/21	7
Tech Time	5/5	3	PJ Storytime	5/24	14
Prairie View Lyceum	5/6	252	Hillcrest School Visits	5/26	373
Family Movie Night	5/10	cxl	Art with Ann	5/26	8

b. Upcoming:

- i. EPL Summer Library Program starts June 9
- ii. Cooking from Scratch program starts June 9 (for middle & high school students)
- iii. Tech Time changing to 2nd Monday 10:30-noon during summer

3. Facilities/Equipment/Services

- a. GPS Navigation Units tested, cataloged and available for checkout
- b. No word yet on date for sidewalk repair
- c. Phone line issues May 23

4. Personnel

- a. Staff meeting: May 10 – discussed Electronic Media Use policy, priority of work tasks
- b. Training: Chamber Meeting, April 28 (Tiffany); Mentor Retreat, May 4 (Florence, Tiffany); WAPL Conference, May 11-13 (Tiffany); Bridging the Physical and Virtual Divide webinar, May 19 (Florence); MORE Directors Council, May 20 (Tiffany); Support Staff & Circ Services Conference, May 26 (Laurie); Program Assistant Intern training, May 17-28 (Kaitlin)
- c. Jeanne Friedell returned May 25

5. Friends of the Library

- a. Met May 5 at 5:00 p.m.
- b. Discussed fundraising, membership and outreach
- c. Sponsoring Usborne Books booth at Cheese Curd Festival – book fair proceeds benefit library
- d. Organization brochures available at the circulation desk

6. Building/Space Committee update

- a. Next scheduled meeting – TBD