

Ellsworth Public Library Board of Trustees Meeting Minutes  
Tuesday, April 25, 2017

The monthly meeting of the Ellsworth Public Library Board of Trustees was called to order by President, Judy Perkins at 5:00 p.m. It was held at the Ellsworth Public Library.

A quorum was established. In attendance were Judy Perkins, Curt Wandmacher, Renee Whipple, Angie Bjork, Dawn Schulte, and Library Director, Tiffany Meyer. Absent was Sharon Hofmeister, Karen Solyntjes.

Compliance with the open meeting law was met. The mission statement was read.

A motion was made by Dawn Schulte to approve the agenda, seconded by Curt Wandmacher. Motion carried.

Curt Wandmacher made a motion to approve the minutes of the March 28, 2017 meeting, seconded by Angie Bjork. Motion carried.

#### Current Business

The board reviewed the financial report. Angie Bjork made a motion to approve the financial report, seconded by Dawn Schulte. Motion carried.

The board audited the monthly expenditures. Curt Wandmacher made a motion to approve the expenditures, seconded by Angie Bjork. Motion carried.

The directors report was presented by Tiffany Meyer. A motion was made by Dawn Schulte to approve the directors report, seconded by Angie Bjork. Motion carried.

Reviewed the EPL Personnel Policy. A motion was made by Curt Wandmacher to approve the revised EPL Personnel Policy, seconded by Angie Bjork. Motion carried.

Update: CD with maturity date of April 15, 2017, was renewed at Bank Mutual.

The board discussed the Ellsworth Public Library Strategic Plan. Judy Perkins, Angie Bjork and Director Tiffany Meyer will be on the committee to update the plan.

#### New Business

Renee Whipple made a motion to adjourn, seconded by Angie Bjork. Motion carried. Meeting adjourned at 5:25 p.m.

Next Meeting May 30, 2017 at 5 p.m.

Minutes submitted by Dawn Schulte

# Director's Report

## April 25, 2017

### 1. March Statistics:

- a. Total circulation: 7,028
- b. New patrons: 12
- c. New items: 303
- d. Public access computer sessions: 473 (up from 391 March 2016)
- e. Wireless sessions: 753 (up from 515 March 2016)
- f. E-materials checkouts: 396
- g. Website Visits: 974
- h. Door count: 3,413 (up from 3,206 March 2016)

### 2. Activities/Programs

#### a. March/April:

Family Movie Night	3/28	22	Atrium Outreach	4/11	9
Play & Learn	3/29	10	Play & Learn	4/12	16
Mark Twain impersonator	3/29	46	Morning Book Club	4/13	7
Storytime: Bunnies	3/31	18	Cooking from Scratch: India	4/13	7
PJ Storytime: Easter	4/4	22	Storytime: Easter Ext.	4/14	12
Play & Learn	4/5	14	Who Will Speak for You	4/18	52
PSL Outreach	4/6	9	Legos in the Library	4/18	16
Storytime: Easter Egg	4/7	16	Play & Learn	4/19	12
STEAM: Balloons	4/8	10	Make & Take: Bug House	4/20	15
Tech Time	4/10	3	Storytime: In the Garden	4/21	13

#### b. Upcoming:

- i. Summer Library Program promotion this month
  - a. Library visits from Hillcrest 5/12, St. Francis 5/19, and Lindgren 5/26
  - b. Lyceum at Prairie View 5/26
- ii. Author Visit: Frederick Blanch, May 16, 10 a.m.

### 3. Facilities/Equipment/Services

- a. Spanish and bilingual collection
- b. New library flag near front door

### 4. Personnel & Volunteers

- a. Meetings: Personnel Policy, March 30 (Judy, Dawn, Tiffany); Village Board, April 3 (Curt, Tiffany); Reality Check at EHS, April 5 (Jeanne); Asst. Lib. Mtg., April 6 – library policy (Laurie, Jeanne, Darcy, Tiffany); Staff Mtg., April 13 – summer reading program, AR (all staff); Village of Ellsworth Organizational Board meeting, April 18 (Curt, Tiffany); State Biennial Budget JFC Public Hearing, April 19 (Tiffany, Judy, Curt, Dawn); Asst. Lib. Mtg., April 20 – projects (Laurie, Jeanne, Darcy, Tiffany)
- b. Training: Power Up Youth Services Conference, March 30-31 (Florence); Making a Collection Count webinar, April 19 (Tiffany)
- c. Volunteer Appreciation Event April 24 – update
- d. Deb Kopp joining EPL as substitute library clerk for the summer, training begins in May

### 5. Friends of the Library

- a. Met April 6 – Discussed annual meeting, membership campaign, Little Free Libraries project
- b. Next scheduled meeting – May 4, 5 p.m. at English Lutheran Church (annual meeting)

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

**National Volunteer Month**  
Friends of the Ellsworth Public Library  
Jacqi Kopp, Deb Kopp  
Ellsworth Public Library Board of Trustees

