

Ellsworth Public Library Board of Trustees Meeting Minutes
Tuesday, August 29, 2017

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

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

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

A motion was made by Sharon Hofmeister to approve the agenda, seconded by Angie Bjork. Motion carried.

Curt Wandmacher made a motion to approve the minutes of the July 25, 2017 meeting, seconded by Karen Solyntjes. Motion carried.

Current Business

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

The board audited the monthly expenditures. Karen Solyntjes made a motion to approve the expenditures, seconded by Dawn Schulte. Motion carried.

The director's report was presented by Tiffany Meyer. A motion was made by Dawn Schulte to approve the director's report, seconded by Sharon Hofmeister. Motion carried.

Updates to the EPL Long Range Plan are nearly complete. It will be presented next month in its final version.

The EPL Budget for 2018 was reviewed.

Discussion regarding the EPL policy for fines. Curt Wandmacher made a motion to not change the current library fines policy, seconded by Dawn Schulte. Motion carried.

New Business

Reviewed the Money Market Accounts and discussed plans to gain better interest rates. Curt Wandmacher will check on rates and possible penalties for moving money market funds.

The EPL will adopt a Naming Rights Policy. Motion made by Sharon Hofmeister and seconded by Angie Bjork. Motion carried.

The EPL 2018 calendar was reviewed and discussion took place. A motion was made by Karen Solyntjes to adopt the 2018 calendar and Angie Bjork seconded the motion. Motion carried.

The meeting adjourned at 6:12 p.m. Next Meeting: September 19, 2017 at 5 p.m.

Director's Report August 29, 2017

Little Free Library ribbon-cutting
Aug. 2

1. July Statistics:

- a. Total circulation: 7,203
- b. New patrons: 21
- c. New items: 259
- d. Public access computer sessions: 508
- e. Wireless sessions: 836
- f. E-materials checkouts: 518
- g. Website Visits: 513
- h. Door count: 3,059



2. Activities/Programs

a. July/August:

Family Movie Night	7/25	9	Teen Cooking: Spuds	8/10	8
PKC Yoga with Erica	7/26	43	Storytime: Colors	8/11	8
Just Breathe author visit	7/26	37	CITO: Cache In Trash Out	8/13	7
Upcycled Art: Pop Art	7/27	8	Tech Time	8/14	3
Storytime: Sea	7/28	14	From Wisc. to Big Leagues	8/15	41
National Night Out	8/1	235 (est.)	Legos in the Library	8/15	11
PKC Yoga with Erica	8/2	29	PKC Yoga with Erica	8/16	31
LFL ribbon-cutting	8/2	21	Make & Take: Birdhouse	8/17	25
Storytime: Kindness	8/4	26	Storytime: Mo Willems	8/18	14
PJ Storytime: Dinosaurs	8/8	13	Family Movie Night	8/22	16
PKC Yoga with Erica	8/9	35	Art with Ann: Found Objects	8/24	7
Morning Book Club	8/10	5	Storytime: Moms	8/25	6

2017 EPL Summer Library Program reading incentive participation up 67% from last year!

11 staff and volunteers represented the library in the Ellsworth Fire Dept. parade on Aug. 13

Open houses: Lindgren 8/16; EMS 8/17; Hillcrest, Prairie View, St. Francis 8/22

b. Upcoming:

- i. September is Library Card Sign-Up Month – radio promo
- ii. Fitness & Fun – Sep. & Oct. – yoga, walking, guest speakers
- iii. Braving It: a father, a daughter, and an unforgettable journey into the Alaskan wild, Sep. 12, 10 a.m.
- iv. Play & Learn fall session begins Sep. 13
- v. Homeschool Meet & Mingle, Sep. 15, 10:30 a.m.
- vi. EHS Day of Service, Sep. 21, 8-11 a.m.
- vii. Tribute to Elvis & the Superstars, Sep. 27, 1:30 p.m.
- viii. Art with Ann being replaced with teen Maker Meet-Ups

3. Facilities/Equipment/Services
 - a. Food for Fines in July – collected 356 pounds of food for the Pierce County Food Pantry
 - b. Glass broken on rear fire extinguisher case – reported to PWD Engeset
 - c. Libby app goes live Aug. 28

4. Personnel & Volunteers
 - a. Meetings: Budget Preview, Aug. 2 (Curt, Tiffany); Family Resource Center, Aug. 3 (Florence, Tiffany); Pierce County Finance Committee, Aug. 7 – request to increase ACT 150 (Tiffany); Village Board, Aug. 7 (Curt, Tiffany); Staff Mtg., Aug. 8 – SLP feedback, timesheets, program changes (all staff); Fall programs, Aug. 9 (Florence, Tiffany); September calendar, Aug. 10 (Tiffany, Laurie, Jeanne, Florence); Chamber, Aug. 24 (Florence); Family Resource Center, Aug. 24 (Florence); STEAM, Aug. 29 (Deb, Crystal, Tiffany)
 - b. Training: BadgerLink Training: Resources for Libraries and Lifelong Learning, Aug. 16 (Laurie); Youth Services Institute, Aug. 27-30 (Florence); Trustee Training Week, Aug. 21-25; Libby webinar completed in August by all staff; Librarians' Guide to Homelessness training modules completed in August by all staff

5. Friends of the Library
 - a. Aug. 3 meeting canceled
 - b. Next scheduled meeting – Sep. 7, 5 p.m.

6. Building/Space Committee update
 - a. Met Aug. 14 – reviewed test-fit, discussed next steps and fundraising
 - b. Building tour Aug. 22
 - c. Next scheduled meeting – Sep. 25, 6:30 p.m.

St. Francis Open House
Aug. 22

