

Ellsworth Public Library Board of Trustees Meeting Minutes
Tuesday, September 19, 2017

The monthly meeting of the Ellsworth Public Library Board of Trustees was called to order by board president, Judy Perkins at 5:10 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. Renee Whipple was absent.

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.

Dawn Schulte made a motion to approve the minutes of the August 29, 2017 meeting, seconded by Karen Solyntjes. Motion carried.

Current Business

The board reviewed the financial report. Curt Wandmacher 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 Sharon Hofmeister. Motion carried.

The director's report was presented by Tiffany Meyer. A motion was made by Karen Solyntjes to approve the director's report, seconded by Angie Bjork. Motion carried.

Updates to the EPL Long Range Plan (Strategic Plan) are complete. A motion was made by Sharon Hofmeister to accept the Long Range Plan, seconded by Dawn Schulte. Motion carried.

New Business

The funds available in the Village-held CD maturing in October will be invested at higher rate of return. Curt Wandmacher will research rates for the funds in money market accounts.

Tiffany will make arrangements for the library and Board to recognize the local Friends of the Library at their October meeting. October 15-21 is National Friends of Libraries Week.

The EPL General Policy will be updated by a committee consisting of Director, Tiffany Meyer, and board members, Judy Perkins and Sharon Hofmeister.

The meeting adjourned at 5:50 p.m.

Next Meeting: October 24, 2017 at 5 p.m.

Director's Report September 19, 2017

1. August Statistics:

- a. Total circulation: 6,345
- b. New patrons: 15
- c. New items: 255
- d. Public access computer sessions: 486
- e. Wireless sessions: 891
- f. E-materials checkouts: 478 (up from 394 Aug. 2016)
- g. Website Visits: 598
- h. Door count: 3,445 (up from 3,232 Aug. 2016)

2. Activities/Programs

a. August/September:		
Golden Memories	8/30	30
Atrium Outreach	9/5	9
PSL Outreach	9/7	8
STEAM: Pool Noodles	9/9	11
PJ Storytime: Frogs	9/12	14
Braving It – James Campbell	9/12	30
Play & Learn	9/13	19
Morning Book Club	9/14	5
Create a Cook: Tomatoes	9/14	9
Fitness & Fun Walking	9/14	12
EHS Family & Cons. Ed	9/15	14
Homeschool Meet & Mingle	9/15	32

Author James Campbell
Senior Center Director Carol Peterson
Aug. 12, 2017



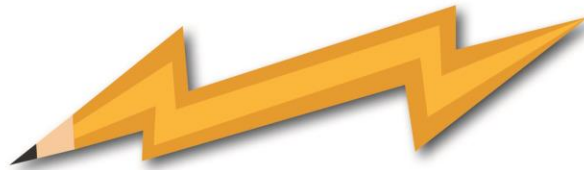
b. Upcoming:

- i. EHS Day of Service, Sep. 21, 8-11 a.m.
- ii. Tribute to Elvis & the Superstars, Sep. 27, 1:30 p.m. (Zion Covenant Church)
- iii. Food for Fines – month of October
- iv. Teen Read Week Oct. 8-14
- v. National Friends of Libraries Week Oct. 15-21, Open House Oct. 16, 10 a.m.-1p.m.

3. Facilities/Equipment/Services

- a. Power outage Sep. 7, library opened at 1:30 p.m.
- b. Carpets cleaned Sep. 16
- c. Purchased three computer monitors
- d. Moving forward with slatwall installation
- e. Purchasing lectern for programs in Senior Center

4. Personnel & Volunteers
 - a. Meetings: Family Resource Center, Aug. 31 (Florence); Asst. Librarians, Sep. 6 – policy review (Laurie, Jeanne, Darcy, Tiffany); Sebco book repo, Sep. 11 (Tiffany); MORE Operations, Sep. 11 (Laurie); Village Board, Sep. 11 (Curt, Tiffany); Staff meeting, Sep. 13 (all staff); October calendar meeting, Sep. 13 (Florence, Jeanne, Laurie, Tiffany); MORE Director’s Council, Sep. 15 (Tiffany)
 - b. Training: Tips for Building a Well-Rounded Collection for Youth webinar, Sep. 7 (Tiffany); Safe Spaces/Teen Services, Sep. 14 (Jeanne); Connecting Wisely, Sep. 14 (Tiffany); Facilitated discussion on Friends groups, Sep. 15 (Tiffany)
 - c. Crystal’s one-year workiversary was Sep. 2
 - d. Staff evaluations will be scheduled in late September/early October
5. Friends of the Library
 - a. Met Sep. 7 – finalized revised brochure, extended LGB fundraiser, set open house date
 - b. Next scheduled meeting – Oct. 5, 5 p.m.
6. Building/Space Committee update
 - a. Next scheduled meeting – Sep. 25, 6:30 p.m.



RECHARGE

WISCONSIN LIBRARY ASSOCIATION

ANNUAL CONFERENCE
OCTOBER 17-20, 2017