

Ellsworth Public Library Board of Trustees Meeting Minutes  
Ellsworth Public Library, 312 West Main St., Ellsworth, Wisconsin 54011  
Tuesday, August 28, 2018

The monthly meeting of the Ellsworth Public Library Board of Trustees was called to order by president, Judy Perkins, at 5:02 p.m. It was held at the Ellsworth Public Library.

A quorum was established. Members in attendance were Curt Wandmacher, Angie Bjork, Karen Solyntjes, Sharon Hofmeister, Judy Perkins, Dawn Schulte, 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.

Curt Wandmacher made a motion to approve the minutes of the July 31, 2018 meeting, seconded by Dawn Schulte. Motion carried.

#### Current Business

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

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

The director's report was reviewed. A motion was made by Dawn Schulte to approve the director's report, seconded by Angie Bjork. Motion carried.

Update on Building Project – The Friends of the Library will be putting together materials to advocate for the building project before the November ballot. The library will be putting together materials to provide information to the public.

The board reviewed the System Membership Requirements for WI Public Libraries. EPL is meeting all requirements.

#### New Business

A change in Act 150 in 2017 allows for Trustees to be removed from office before the expiration of their term.

Trustees discussed training week information and other opportunities to view the materials presented.

The meeting adjourned at 5:22 p.m. Next Meeting: September 25, 2018 at 5 p.m.

## Director's Report August 28, 2018

### 1. July Statistics:

- a. Total circulation: 7,106
- b. New patrons: 27 (up from 21 in July 2017)
- c. New items: 241
- d. Public access computer sessions: 420
- e. Wireless sessions: 629
- f. E-materials checkouts: 640 (up from 518 in July 2017)
- g. Website Visits: 155
- h. Door count: 3,434 (up from 3,059 in July 2017)

### 2. Activities/Programs

#### a. July/August:

Storytime: Clothes	7/27	12
PKC Visit/Yoga	8/1	38
Together Thursday	8/2	200
Storywalk	8/2	30
PSL Outreach: Gyotaku	8/2	8
National Night Out	8/7	400
Atrium Outreach: Gyotaku	8/7	4
PKC Visit/Yoga	8/8	36
Tech Time	8/13	4
PJ Storytime: Feet & Shoes	8/14	3
Tech for Seniors	8/14	24
PKC Visit/Yoga	8/15	36
Storytime: Feet & Shoes	8/16	10
Storytime: Feet & Shoes	8/17	10
Legos in the Library	8/21	2
St. Francis Open House	8/21	70
Ellsworth Elem. Open house	8/21	1,000
Morning Book Club	8/23	6
Storytime: Camping	8/23	3
Storytime: Camping	8/24	14
Summer Library Program		153 children, 52 teens, 129 adults
Libraries Rock Scavenger Hunt		41 teens, 50 adults

#### Community Parade 2018



#### b. Upcoming:

- i. Sep. 6 @ 10:30 – Knit & Natter
- ii. Sep. 18 @ 10 – Author Event with Jim Anderson
- iii. Sep. 19 @ 10 – Play & Learn fall session begins
- iv. Sep. 20, 4-6 – Open House for Fair Exhibit
- v. Sep. 22 @ 10:30 – Artist Trading Card workshop

3. Facilities/Equipment/Services
  - a. Leak in reading room Aug. 13 & 14
4. Personnel & Volunteers
  - a. Meetings: Friends Advocacy piece, Aug. 6 (Tiffany); Pierce County F&P – Act 150, Aug. 6 (Tiffany); Village Board, Aug. 6 (Curt, Tiffany); Vibrant Health – circulating blood pressure kits, Aug. 9 (Tiffany); Asst. Librarians, Aug. 9 (Caroline, Laurie, Tiffany); Design Ellsworth, Aug. 16 (Tiffany); Chamber, Aug. 23 (Tiffany)
  - b. Training: New employee orientation, Aug. 26 (Caroline); Assistant Librarian training, July 30-Aug. 10 (Caroline w/ Darcy, then Laurie)
  - c. Caroline Herfindahl started July 26 as our new Assistant Librarian
5. Friends of the Library
  - a. Met Aug. 13 – revised petition, reviewed advocacy piece related to referendum
  - b. Next scheduled meeting – Sep. 6, 5 p.m.
6. Building/Space Committee update
  - a. Met Aug. 13 – reviewed advocacy piece related to referendum; discussed educational piece related to referendum
  - b. Next scheduled meeting – Sep. 10, 6 p.m.

Janet Kassel  
EPL Librarian in 1975!

