

Ellsworth Public Library Board of Trustees Meeting Minutes  
Ellsworth Public Library, 312 West Main St., Ellsworth, Wisconsin 54011  
Tuesday, July 31, 2018

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

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 Angie Bjork.  
Motion carried.

Curt Wandmacher made a motion to approve the minutes of the June 26, 2018 meeting, seconded by Karen Solyntjes. Motion carried.

#### Current Business

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

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

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

Update on Building Project – The Village of Ellsworth board passed a motion to approve including the non-binding building project referendum on the November ballot.

The board reviewed Trustee Essential 12 and section 2 of the WI Statutory Requirements, and the Statutory Requirements checklist.

#### New Business

Review of preliminary 2019 library budget. A decrease of 10% is in the preliminary budget.

The current staffing needs are being considered by the library director. She will manage the details of hiring and filling positions as necessary.

The meeting adjourned at 5:20 p.m. Next Meeting: August 28, 2018 at 5 p.m.

# Director's Report

## July 31, 2018

### 1. June Statistics:

- a. Total circulation: 7,850 (up from 6,310 in June 2017)
- b. New patrons: 40 (up from 27 in June 2017)
- c. New items: 220
- d. Public access computer sessions: 382
- e. Wireless sessions: 638
- f. E-materials checkouts: 549 (up from 409 in June 2017)
- g. Website Visits: 945 (up from 529 in June 2017)
- h. Door count: 3,274 (up from 3,154 in June 2017)

### 2. Activities/Programs

#### a. June/July:

Storytime: Fairy Tales	6/21	9	Art Day	7/9	25
Storytime: Fairy Tales	6/22	17	PJ Storytime: Picnics	7/10	12
Movie Night: Bigfoot	6/26	14	Author Event: Tasha Schuh	7/10	24
Kidpower	6/27	130	Comedy Science Show	7/11	100
Flowers for Pollinators	6/27	33	Book Club: Wright Brothers	7/12	4
Storytime: Birds	6/28	5	Storytime: Rock, Paper	7/12	0
Maker Meet-Up: Candyland	6/28	9	Storytime: Rock, Paper	7/13	18
Storytime: Birds	6/29	5	Legos in the Library	7/17	17
Family Game Night	7/3	10	Pool Party	7/18	140
Atrium Outreach: Fireworks	7/3	6	Storytime: Music Party	7/19	12
Storytime: Picnics	7/5	0	Storytime: Music Party	7/20	12
PSL Outreach: Fireworks	7/5	6	Movie Night: Wrinkle	7/24	14
Storytime: Picnics	7/6	10	Make It OK	7/25	30
Tech Time	7/9	3	Storytime: Clothes	7/26	9

#### b. Upcoming:

- i. Aug. 1, 8 & 15 @ 1 – PKC visits, incl. yoga w/ Erica Reiff
- ii. Aug. 2 @ 6 – Together Thursday featuring Last Sunday
- iii. Aug. 7, 6:30-8:30 – National Night Out

### 3. Facilities/Equipment/Services

### 4. Personnel & Volunteers

- a. Meetings: Dementia Capable Communities, June 26 (Tiffany); PLSR Update session, June 27 (Tiffany); Civics Lab, June 28 (Tiffany); MORE Budget Hearing, June 29 (Tiffany); IFLS Advisory Council, July 9 (Tiffany); Village Board, July 9 (Curt, Judy, Tiffany); Asst. Librarians, July 10 (Darcy, Laurie, Tiffany); MORE Director's Council, July 20 (Tiffany); Staff meeting, July 24 (all staff); Village Finance committee – 2018/19 budget, July 24 (Curt, Tiffany)
- b. Training:
- c. New student volunteers: Terrell Peterson, Nic Garr, Ivan Mendez

- 5. Friends of the Library
  - a. Met July 9 – discussed petition, show of support for referendum
  - b. Next scheduled meeting – Aug. 13, 5:30 p.m.
  
- 6. Building/Space Committee update
  - a. July 9 meeting canceled
  - b. Next scheduled meeting – Aug. 13, 6:30 p.m.

Art Day  
July 9, 2018

