

Ellsworth Public Library Board of Trustees Meeting Minutes
Ellsworth Public Library, 312 West Main St., Ellsworth, Wisconsin 54011
Tuesday, March 27, 2018

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

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

A motion was made by Karen Solyntjes to approve the agenda, seconded by Angie Bjork. Motion carried. Curt Wandmacher made a motion to approve the minutes of the February 27, 2018 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 Curt Wandmacher. Motion carried.

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

The director's report was presented. A motion was made by Curt Wandmacher to approve the director's report, seconded by Renee Whipple. Motion carried.

The board was updated on the building project. The building project committee meeting was rescheduled.

Review of the schedule for general records shows the library is complying with what is necessary.

New Business

The Village-held CD maturing in March 2018 was renewed.

The CD maturing March 15th of 2018 was reinvested with BMO.

The board discussed the EPL policy for fines. As of April 1st the EPL will adopt a fine free policy. Curt Wandmacher made a motion to adopt the policy as presented, except for changing the following passage.

"Materials are expected to be returned in a timely manner. If material is not returned within a designated period,"

changed to read,

"Materials are expected to be returned by the specified due date. If material is not returned by the specified due date,"

Angie Bjork seconded the motion. Motion carried.

The meeting adjourned at 5:25 p.m.

Next meeting: April 24, 2018 at 5:00 p.m.

Director's Report March 27, 2018

1. February Statistics:

- a. Total circulation: 5,590
- b. New patrons: 16
- c. New items: 231
- d. Public access computer sessions: 345
- e. Wireless sessions: 507
- f. E-materials checkouts: 455 (up from 301 Feb. 2017)
- g. Website Visits: 570
- h. Door count: 2,576

2. Activities/Programs

a. January/February:

Family Movie Night	2/27	5	Storytime: Colors	3/9	11
Play & Learn	2/28	14	STEAM: Towers	3/10	13
Author Event: Paul Schaefer	2/28	41	Backyard Birds	3/13	32
Storytime: Big Rigs	3/1	9	PJ Storytime: Groovy Green	3/13	13
Tech Time	3/1	0	Play & Learn	3/14	11
Storytime: Big Rigs	3/2	13	Storytime: People World	3/15	8
Homeschool: Snow	3/6	10	PSL Outreach: Seeds	3/15	9
Atrium Outreach: Seeds	3/6	4	Make & Take: Monsters	3/15	15
Mystery Quilt Reveal	3/6	27	Storytime: People World	3/16	20
Play & Learn	3/7	13	Legos in the Library	3/20	13
Morning Book Club	3/8	5	Storytime: ABCs	3/22	2
Storytime: Colors	3/8	9	Storytime: ABCs	3/23	14
Create a Cook: Salad Stick	3/8	1	Adult Wild Winter Challenge	Feb	68

b. Upcoming:

- i. March 28 @ 1:30 – Seize the Night: Becoming a Stargazer
- ii. April 8-14 – National Library Week
- iii. April 16 @ 6 p.m. – Volunteer Appreciation Event at Papa Tronnio's
- iv. April 17 @ 10 – Bring Scandinavian Hygge Into Your Home

3. Facilities/Equipment/Services

- a. Applied for Operation Roundup grant for AED unit
- b. Caregiver Kits highlighted in Herald

4. Personnel & Volunteers

- a. Meetings: Asst. Librarians, March 1 (Darcy, Laurie, Tiffany); Village Board, March 5 (Curt, Tiffany); Staff meeting, March 8 (all staff); MORE Director's Council, March 16 (Tiffany); Chamber, March 22 (Laurie, Tiffany)
- b. Training: Marketing webinar, Feb. 27 (Darcy); Dementia Champions, Feb. 27 (Tiffany); Apply Your Own Oxygen Mask First, March 7 & 16 (Laurie, Tiffany); Efficient and Effective Design

webinar, March 20 (Darcy); Preparing for Local Priority Holds webinar, March 21 (all staff)

5. Friends of the Library
 - a. Met March 1 – moving forward with books for babies program; insurance rider to cover library program presenters not possible; proposal presented by Elise re: Friends involvement in summer concert series; volunteer needs: interior plant care and cleanup following Senior Center programs
 - b. Next scheduled meeting – April 5, 5 p.m.
6. Building/Space Committee update
 - a. March 19 meeting canceled; phone call to be scheduled with MSR principal in charge
 - b. Next scheduled meeting – April 9, 6:30 p.m.

Mystery Quilt Reveal
March 6, 2018



Make & Take: Monsters
March 15, 2018

