

Ellsworth Public Library Board of Trustees Meeting Minutes
Ellsworth Public Library, 312 West Main St., Ellsworth, Wisconsin 54011
Tuesday, March 19, 2019

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 Village Hall, Lower Level Meeting Room, 130 N. Chestnut St., Ellsworth, WI.

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

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 26, 2019 meeting, seconded by Angie Bjork. 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 Angie Bjork. Motion carried.

The director's report was reviewed. Although the weather in February made it more difficult for patrons to physically visit the library, the use of the e-materials increased from last year, as well as visits to the library website. Many fun and educational programs were offered this month. National Library week is April 7-13. The Friends of the Library will have "I Love My Library" yard signs available. A motion was made by Angie Bjork to approve the director's report, seconded by Karen Solyntjes. Motion carried.

The Ellsworth Public Library Policy was revised to include information missing from the updated version. Curt Wandmacher made a motion to approve the corrected version of the policy. Angie Bjork seconded the motion. Motion carried.

New Business

Discussion regarding e-material contributions was delayed until the next meeting.

Library building funds invested in a CD at BMO Harris will mature April 13, 2019. A motion was made by Curt Wandmacher to authorize the Village Clerk to reinvest the funds. Motion seconded by Angie Bjork. Motion carried.

Discussion regarding expiring board member terms. Judy Perkins will accept a three-year term. Curt Wandmacher may accept a term, pending his re-election to the Village Board.

Adjournment – Meeting adjourned at 5:20 PM. Next meeting will be April 30, 2019, 5:00 PM at the library.

Director's Report March 19, 2019

1. February Statistics:

- a. Total circulation: 5,258
- b. New patrons: 16
- c. New items: 232
- d. Public access computer sessions: 258
- e. Wireless sessions: 129
- f. E-materials checkouts: 620 (up from 455 Feb. 2018)
- g. Website visits: 922 (up from 570 Feb. 2018)
- h. Door count: 2,413

The weather in February had an impact on statistics related to patrons physically visiting the library.

2. Activities/Programs

- a. February/March:

Family Movie Night	2/26	15
Mystery Quilt Reveal	2/27	40
Storytime: Around the World	2/28	4
Teen Maker Meet-Up: Tins	2/28	3
Instagram	Feb.	18
Minute to Win It	Feb.	14
Storytime: Around the World	3/1	6
Family Game Night	3/5	7
Atrium Outreach: Flowers	3/5	4
Knit & Natter	3/7	4
PSL Outreach: Flowers	3/7	6
Tech Time	3/7	2
Simple Bookmaking for Kids	3/8	22
STEAM: Under the Sea	3/9	9
Right Off the Reel	3/12	14
PJ Storytime: Eeek Mice!	3/12	8
Morning Book Club	3/14	8
Storytime: Eeek Mice!	3/14	7
Teen Open Writing	3/14	4
Storytime: Eeek Mice!	3/15	2
Dive-In Movie Night	3/16	5

However, use of e-materials continued to increase, as well as visits to the library website.

The library remained open as a warming site during winter storms as close to regular hours as possible, closing early only a handful of days.

b. Upcoming:

- i. April 7-13 – National Library Week
 - a. local businesses offering special deals to library cardholders
- ii. April 9 – Author Visit: Sara DeLuca at 10 a.m.
- iii. April 15 – Volunteer Appreciation Event at Common Man at 6 p.m.
- iv. April – All School Art Show (reception April 10, 4-6 p.m.)

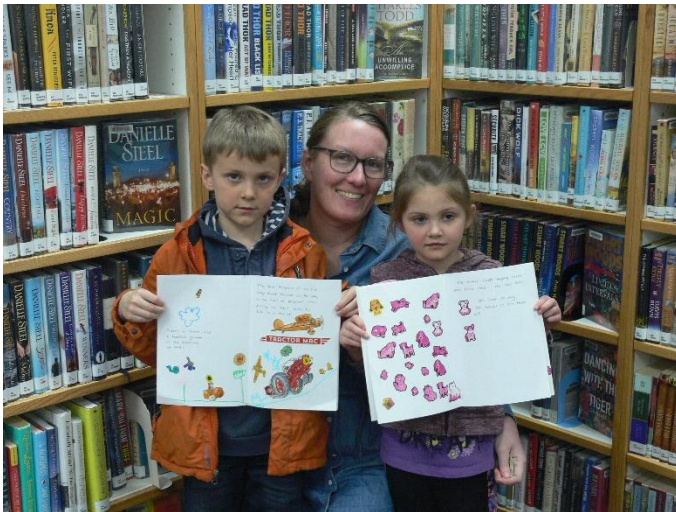
3. Facilities/Equipment/Services
 - a. Cleaning scheduled for bathroom tile flooring
 - b. Replacement of tile flooring in back hallway and break room scheduled
 - c. Magazine shelving and slatwall panels ordered

4. Personnel & Volunteers
 - a. Meetings: Village Board, March 4 (Curt, Tiffany); Asst. Librarians, March 7 (Caroline, Laurie, Tiffany); Staff meeting, March 14 (all staff); MORE Director's Council, March 15 (Tiffany)
 - b. Training:
 - c. Volunteer opportunities spreadsheet in the works to send out to Friends members

5. Friends of the Library
 - a. March 7 – approved purchase of “I Love My Library” yard signs; considered vehicle magnets; discussed net neutrality
 - b. Next scheduled meeting – March 28 at 5 p.m. (in lieu of April meeting)

6. Building/Space Committee update
 - a. Next scheduled meeting – TBD

Simple Bookmaking for Kids
With Kristina Larson
March 7, 2019



STEAM: Under the Sea
March 9, 2019

