

Ellsworth Public Library Board of Trustees Meeting Minutes

Tuesday May 28, 2019

The monthly meeting of the Ellsworth Public Library Board of Trustees was called to order by President Judy Perkins at 5:00 pm. It was held at the Ellsworth Public Library.

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

Compliance with Open Meeting Law was met. The mission statement was read.

The agenda was reviewed. A motion was made by Curt Wandmacher to approve the agenda, seconded by Angie Bjork. Motion carried.

Minutes of the April 2019 meeting were presented. Angie Bjork made a motion to approve the minutes, seconded by Sharon Hofmeister. Motion carried.

Current Business

1. The board reviewed the financial report. Angie Bjork made a motion to approve the financial report, seconded by Renee Whipple. Motion carried.
2. The board audited the monthly expenditures. Sharon Hofmeister made a motion to approve the monthly expenditures, seconded by Angie Bjork. Motion carried.
3. Bylaws Committee report – Did not meet, no update.
4. The directors report was presented by Tiffany Meyer. Renee Whipple made a motion to approve the directors report, seconded by Curt Wandmacher. Motion carried.
5. Update on the current library building projects are included in the directors report.

New Business

Year in review summary was presented by Tiffany Meyer.

Discussed library board vacancy. Renee Whipple has resigned and we will seek a new member.

Election of Officers:

President - Judy Perkins

Secretary - Karen Solyntjes

Treasurer - Curt Wandmacher

A motion was made by Sharon Hofmeister to elect the above officers to the respective positions, seconded by Angie Bjork. Motion carried.

Discussion of contribution for e-materials. Sharon Hofmeister made a motion to contribute \$1500 for e-materials in June and November of 2019, Renee Whipple seconded the motion. Motion carried. This will be added into the budget in 2020, the amount to be determined at the time of creating the budget.

Discussion on the use of institutional card. We are lacking a policy for institutional cards. Tiffany Meyer will research existing policies and present a draft policy to the board.

Curt Wandmacher made a motion to adjourn at 5:41pm, seconded by Angie Bjork. Motion carried.

Submitted by Sharon Hofmeister, Acting Secretary

Next Meeting: June 25, 2019 at 5:00 p.m

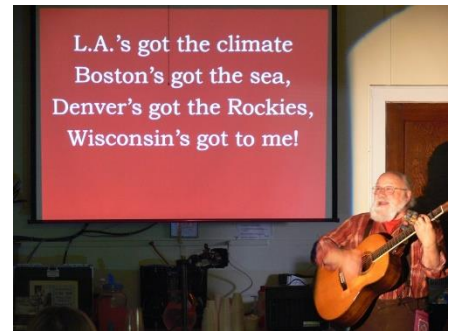
Director's Report

May 28, 2019

Wiscon-Sing with David HB Drake
May 14, 2019

1. April Statistics:

- a. Total circulation: 5,190
- b. New patrons: 22
- c. New items: 237
- d. Public access computer sessions: 272
- e. Wireless sessions: 598 (up from 577 April 2018)
- f. E-materials checkouts: 640 (up from 504 April 2018)
- g. Website visits: 1,052 (up from 740 April 2018)
- h. Door count: 2,626



2. Activities/Programs

a. April/May:

Family Movie Night	4/23	6	Storytime: Family	5/9	7
Storytime: Get Dressed	4/25	4	Storytime: Family	5/10	7
St. Francis 4 th Grade	4/25	17	STEAM: Minions	5/11	11
Teen Maker Meet-Up	4/25	2	Wiscon-Sing	5/14	22
PKC Outreach	4/25	33	PJ Storytime: Hide/Seek	5/14	12
Storytime: Get Dressed	4/26	15	St. Francis School Visits	5/16	93
Teen Open Writing	4/30	3	PSL Outreach: Sunshine	5/16	6
Instagram Challenge (April)		0	Storytime: Hide/Seek	5/16	3
Minute to Win It (April)		10	PKC Outreach	5/16	33
Knit & Natter	5/2	3	Storytime: Hide/Seek	5/17	12
Storytime: Spring	5/2	7	Legos in the Library	5/21	4
Tech Time	5/2	CXL	EES Literacy Night	5/21	100
Storytime: Spring	5/3	9	EES Summer Lib. promo	5/22	750
Atrium Outreach: Sun.	5/7	6	Storytime: Opposites	5/23	7
Family Game Night	5/7	5	Maker Meetup: Mosaics	5/23	6
Planetarium Visit	5/7	25	Storytime: Opposites	5/24	5
Book Club: Alt. Side	5/9	6			

b. Upcoming:

- i. June 10 – Summer Library Program begins
- ii. June 11 – Ugly Dog Therapy presentation at 10 a.m.
- iii. June 13 – kickoff for Poolside Storytime series at 2 p.m.
- iv. June 13 – Together Thursday in East End Park at 6 p.m.
- v. June 19 – Giant Steps astronomy program at 1 p.m.
- vi. June – paintings on display by Gloria Adrian

3. Facilities/Equipment/Services

- a. Slatwall installation May 13 by Tim Johnson
- b. Magazine shelving installation May 15 by Tom Madden, Madden & Associates
- c. Tile installation May 20 by A&F Flooring
- d. Painting in hallway and restrooms scheduled for June 2, 8 & 9
- e. New website design in process to switch from Drupal to Wordpress
- f. MORE Director's Council voted to allow online registrations for access to electronic resources (Badgerlink, consortium-funded databases, ematerials)
- g. MORE Director's Council voted to eliminate fine block on electronic materials (Overdrive, Freading)

4. Personnel & Volunteers

- a. Meetings: Asst. Librarians, April 24 (Caroline, Laurie, Tiffany); Chamber, April 25 (Crystal, Tiffany); MORE Operations, April 30 (Laurie); Village Finance, April 30 (Curt, Tiffany, many others); Friends of the EPL, May 6 (Jeanne, Tiffany); Village Board, May 6 (Curt, Tiffany, many others); Asst. Librarians, May 9 (Caroline, Laurie, Tiffany); Staff meeting, May 9 (all staff); MORE Director's Council, May 17 (Tiffany)
- b. Training: WAPL Conference, May 1-3 (Tiffany); Bubbler Workshop, May 7 (Caroline); Support Staff and Circulation Services Conference, May 23 (Crystal, Laurie)

5. Friends of the Library

- a. May 6 – annual meeting
- b. Next scheduled meeting – June 6 at 5 p.m.

6. Building/Space Committee update

- a. Next scheduled meeting – TBD

2019 Summer Library Program theme:
A Universe of Stories

