

Ellsworth Public Library Board of Trustees Meeting Minutes
Ellsworth Public Library, 312 West Main St., Ellsworth, Wisconsin 54011
Tuesday, September 24, 2019

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 Senior Center in the lower level of the Library.

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

Dawn Schulte made a motion to approve the minutes of the August 27, 2019 meeting, seconded by Angie Whelan. 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. Sharon Hofmeister made a motion to approve the expenditures, seconded by Karen Solyntjes. Motion carried.

The director's report was presented by Tiffany Meyer. October brings a robotics program that is very popular, the Everyday Gratitude program, Community Book Club at Forestville Vines, and the library taking part in Pumpkin in the Park at the Ellsworth East End Park. The October exhibit in the library features Jeju Island in South Korea. Many other programs and events will also be offered in October. A motion was made by Angie Whelan to approve the director's report, seconded by Dawn Schulte. Motion carried.

Update on social media monitoring Memorandum of Understanding between the EPL and Pierce County Public Health.

New Business

Ayres Associates is the architectural firm chosen for the library building project. A motion was made by Dawn Schulte to approve the recommended firm be hired by the Building and Space Committee. Seconded by Angie Bjork. Motion carried.

A preliminary 2020 budget for the Ellsworth Public Library was presented by Tiffany Meyer, library director.

A CD maturing at BMO Harris 10/10/2019 will require action this month. Angie Bjork made a motion to allow treasurer, Curt Wandmacher, to combine these funds with the checking account

funds at Associated Bank, and reinvest the funds in October at the best rate available, seconded by Angie Whelan. Motion carried.

The Mobile Wi-Fi Hotspot Device User Agreement was adjusted. Karen Solyntjes made a motion to increase the replacement cost to \$100, seconded by Sharon Hofmeister. Motion carried.

Adjournment – Meeting adjourned at 5:42 p.m.

Next meeting: October 29, 2019 at 5:00.

Director's Report September 24, 2019

1. August Statistics:

- a. Total circulation: 5,517
- b. New patrons: 22
- c. New items: 231
- d. Public access computer sessions: 266
- e. Wireless sessions: 485
- f. E-materials checkouts: 680 (up from 561 August 2018)
- g. Website visits: 1,969 (stats n/a for August 2018)
- h. Door count: 2,955

2. Activities/Programs

a. September:		
Family Game Night	9/3	5
Atrium Outreach: Acrylic	9/3	5
Knit & Natter	9/5	4
Ugly Dog Storytime	9/5	2
Tech Time	9/5	3
PSL Outreach: Acrylic	9/5	9
Storytime: Camping	9/6	4
PJ Storytime: Hands	9/10	7
Author Event: Paperclip	9/10	21
Morning Book Club	9/12	10
Storytime: Hands	9/12	0
Storytime: Hands	9/13	5
Legos in the Library	9/17	9
Storytime at St. Francis	9/18	11
Ugly Dog Storytime	9/19	2
Storytime: Woodland	9/20	13
Grab Bags (April-Aug)		26

Author Event with Dan Woll and
Walter Rhein (Paperclip)
September 9, 2019



b. Upcoming:

- i. Oct. 8 at 10 a.m. – Everyday Gratitude with wellness coach Elaine O’Keefe
- ii. Oct. 19 at 10:30 a.m. – Robotics for Kids
- iii. Oct. 22 from 4-7 p.m. – Totally Tuesday: Make Your Own Books
- iv. Oct. 24 at 4 p.m. – Teen Maker Meet-Up: Day of the Dead
- v. Oct. 24 at 6:30 p.m. – Community Book Club at Forestville Vines
- vi. Oct. 26 – Pumpkin in the Park (East End Park, tentative date)
- vii. October – photography exhibit featuring Jeju Island in South Korea

3. Facilities/Equipment/Services

- a. Leaky toilet reported to PWD Engeset Sep. 11 - resolved

- b. Water pooling inside back entrance (west side) during heavy rains reported to PWD Engeset Sep. 17
4. Personnel & Volunteers
 - a. Meetings: MORE Operations Committee in Altoona, Aug. 28 (Laurie); Asst. Librarians, Sep. 5 (Laurie, Caroline, Tiffany); Village Board, Sep. 9 (Curt, Tiffany); Traffic Safety Commission, Sep. 11 (Tiffany, Elise); Chamber Kickstarter, Sep. 13 (Elise); Senior Center Board meeting, Sep. 19 (Tiffany); Staff meeting, Sep. 19 (all staff); MORE Director's Council at IFLS, Sep. 20 (Tiffany)
 - b. Training: ILL Workshop at IFLS, Sep. 12 (Laurie and Caroline); Director Orientation feedback session at IFLS, Sep. 20 (Tiffany)
 - c. New student volunteer: Jaxsen Bingham
 5. Friends of the Library
 - a. Sep. 5 meeting canceled
 - b. Next scheduled meeting – Oct. 3 at 5 p.m.
 6. Building/Space Committee update
 - a. Sep. 16 – interviewed three architectural firms; recommendation to Library Board to move forward with Ayres Associates
 - b. Next scheduled meeting – Oct. 14 at 6:30 p.m.

The Knit & Natter group at EPL made and donated caps for the Click for Babies campaign. Finished caps were collected at Deer Park Public Library.

