

Ellsworth Public Library Board of Trustees Minutes
Ellsworth Public Library, 312 W. Main Street, Ellsworth, WI 54011
Tuesday, May 31, 2022

Called to Order by Judy Perkins at 5:19 p.m.

Board Members Present: Judy Perkins, Angie Bjork, Mindy Anderson, Dawn Schulte, Mike Harris

Board Members Absent: Sharon Hofmeister, Angie Whelan

Others Present: Tiffany Meyer (Director)

Quorum Established/Compliance with Open Meeting Law Established

Motion to Approve May Agenda: Angie B. 2nd Mindy. Motion carried.

Motion to Approve April Minutes: Mike 2nd Dawn. Motion carried.

Current Business

Financial Report: Tiffany reviewed the financial report. Thirty-three percent through and the numbers all match. Mindy moved to approve the financial report. Second by Angie B. Motion carried.

Monthly Expenditures: Tiffany reviewed the monthly expenditures. Discussed building project-related invoices and transferring funds from the Village-held account. Mike moved to approve the expenditures. Second by Dawn. Motion carried.

Director's Report: Tiffany reviewed statistics, activities and events as well as upcoming events Angie B. moved to approve Director's Report. Second by Dawn. Motion carried.

School Representative Report: Angie B. indicated the school year is winding down. Summer school starts June 6th.

Village Representative Report: Mindy indicated Main Street is now paved but more work needs to be done.

Friends of the Ellsworth Public Library Report. Tiffany provided a report that Bobbie sent. Highlights included: Meeting was held on May 12th. Money donated through Give Big St. Croix Valley may take some time to arrive. There were some changes to the by-laws. Some new officers were elected. To make money members will work at the tractor pull clean-up and Cheese Curd Festival in June.

Building Project Update: Recommend that items outside the scope of the project need to go through change orders (e.g., sink, hardware, electrical). Fixing the roof and foundation so that water stops getting into the building.

Library Board Meeting Date/Time Change: During the summer, meetings will be on the last Tuesday of the month (with the exception of June being on the 21st) at 4:00. Time will be back to 5:15 for September through May. Mindy moved to approve the date/time change. Second by Angie B. Motion carried.

New Business

Election of Library Board Officers: Current officers will retain their positions. Angie moved to approve officers retaining their positions. Second by Mindy. Motion carried.

Online Donation Account: The online donation account has four entities (Associated Bank, Fiserv, Clover and Zoomifi). Inconsistent charges are showing up. It has been inefficient from the start. Tiffany indicated it might be best not to maintain the account. May look into GoFundMe or Mightycause. No decision was made.

Transferring funds from WESTconsin Achieve Money: The plan is to merge the WESTconsin Achieve Money Market account with the library-held building project account. Judy moved to approve this merger. Second by Mindy. Motion carried.

Donor Wall Design and External Signage: Kathy Johnson of Signation has three versions of the Donor Wall. They are the same design with different colors. There are also different options for the external signage. Discussion ensued about the advantages and disadvantages of the designs and costs. No action was taken. Board members determined that the designs are “on the right track.”

Meeting adjourned at 6:25.

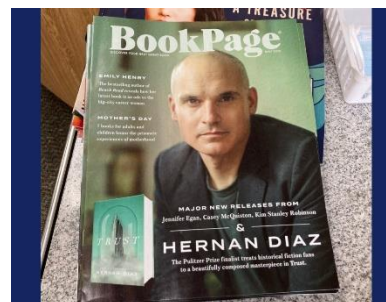
Next meeting: June 21st at 4:00.

Submitted by Mike Harris

Ellsworth Public Library Director's Report May 31, 2022

1. April Statistics:

- a. Total circulation: 4,287 (up from 2,883 April 2021)
- b. New patrons: 25 (up from 5 April 2021)
- c. New items: 279 (up from 155 April 2021)
- d. Public access comp. sessions: 93 (up from 26 April 2021)
- e. Wireless sessions: 325 (up from 271 April 2021)
- f. E-materials checkouts: 836 (up from 795 April 2021)
- g. Website pageviews: 1,887 (down from 2,291 April 2021)
- h. Doorside pickup appts.: 7 (down from 437 April 2021)
- i. Door count: 2,301 (up from 125 April 2021)



2. Activities/Programs

a. April/May (title, date, attendance):

Sat. Story Spectacular	4/30	8	Fantastic Fungi (virt)	5/12	17
May the 4 th Be with You	5/4	15	Storytime: Construction	5/13	6
Storytime: Babies	5/6	5	LEGO in the Park	5/17	15
Comic Day Program	5/7	9	Comm. Book Club	5/19	11
Author Kim Catron (sen)	5/10	15	Storytime: Dogs	5/20	15
Doodle Club	5/10	7	Robotics for Kids	5/21	7
Morning Book Club	5/12	10	Teen Meet-Up	5/24	3
Virtual Teen Night	5/12	cxl			

Other:

- 26 fabric art kits delivered to Ells. Health Services and Pref. Senior Living
- 28 participating in Teen Book Boxes
- 19 free comic books given away on Free Comic Day
- Newbery Reading Challenge – 10 reviews returned by 5 people in April
- 64 interactions with Indoor Storywalk
- Mini Art Show – 48 kits distributed, 31 returned; 19 signed art show guestbook
- 53 viewers of School Art Show
- Grab & Go kits included Earth Day Play and Fingerprint Pots

b. Upcoming

- i. Pollinator Month webinar & DIY series three Wednesdays in June
- ii. Programs in partnership with Grow to Share in River Falls June 11 & 23
- iii. Trimbelle Nature Day June 22 in partnership with WI DNR and others
- iv. Poolside Storytime Thursday afternoons starting June 23
- v. Summer Library Program begins June 27!

3. Facilities/Equipment/Services

- a. QuickBooks entries successfully transferred to 2022 version
- b. Dale Auckland from Harrington's donated flowers at front entry
- c. MORE budget hearing June 17; considering system-wide addition of Niche Academy, LibraryIQ, and Baker & Taylor's DEI Analysis
- d. St. Croix Valley Master Gardeners reached out re: gardening help at current library

4. Personnel & Volunteers

- a. Meetings: Chamber, April 28 (Caroline); Furnishings, May 3 (Caroline, Tiffany, Angie W.); Construction, May 4 (Tiffany); NAMI, May 4 (Caroline); Asst. Lib., May 5 (Alyssa, Crystal, Laurie, Tiffany); Friends, May 5 (Alyssa, Tiffany); MORE Operations, May 9 (Laurie); Healthier Together, May 9 (Caroline); Flyfishing program exploration, May 9 (Caroline); Donor Wall, May 9 (Mindy, Tiffany); Construction, May 11 (Tiffany); Online Donation Account, May 11 (Dawn, Tiffany); Grants, May 11 (Caroline, Tiffany); CDA, May 12 (Tiffany); Friends Annual, May 12 (Tiffany); Programs, May 17 (Caroline, Tiffany); EPL Staff, May 17 (all staff); WLA Bite Sized Outreach, May 18 (Caroline); Construction, May 19 (Tiffany); Village Board, May 19 (Judy, Sharon H., Tiffany); MORE Director's Council, May 20 (Tiffany); Healthier Together, May 25 (Caroline); Chamber, May 26 (Caroline); Teen Collab, May 27 (Caroline)
- b. Professional Development: Let's Talk About Race webinars and discussion groups (Caroline); MORE Catalog (Heidi); Creating a Culture of Volunteer Engagement (Tiffany); Creative and Innovative Recognition Strategies for Today's Volunteers (Tiffany); Developing a Strategic Plan for Volunteer Engagement (Tiffany)

Construction Progress
5/18/22

