

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
August 20th, 2014

Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Gene Bebel, Katie Breitenmoser, Paul Gilk, Richard Mamer, Tim Meehean, Jim Wedemeyer and Vickie Yelle. Excused: Kyle Reimann. Also present: Don Litzer (-4:45) and Matthew B. from MP3.

A letter was received from the Community Blood Center thanking the library for putting the MASH blood drive information on the outdoor lighted sign. Letters from community organizations benefiting from the staff Casual Friday donations are on file with the library director.

There was no public comment.

2. Consent Items

M Mamer/S Meehean/C to approve the minutes of the July meeting as printed.

M Meehean/S Breitenmoser /C to accept the Monthly Revenue and Expense Printouts for July as printed.

3. Reports/Discussion Items/Action Items

A. Library and City of Merrill Capital Plans: Ms. Stevens reviewed the City of Merrill Capital Plan as it relates to the library, and the library's 2014-2017 Capital Improvement Plan. Following these reviews, recommendations were given for improving the format of the latter working document.

B. Programming Proposal Review and Renewal: Ms. Stevens presented a brief statistical review of Words Worth Hearing programming. M Meehean/S Gilk /C to approve \$2,400 from Endowment monies for the production of ten events by Christine Vorpapel and \$2,000 from Endowment monies for adult programming expenses.

C. Library Employee Longevity Recognition - Request: M Meehean/S Bebel /C to approve an amount not to exceed \$600 from the Endowment Fund for a celebration of Ms. Schwartz's 40th anniversary of employment at the T.B. Scott Free Library.

D. Service Recognition - Policy Draft and Discussion: Ms. Stevens provided a draft policy for discussion purposes. Ms. Stevens will consult with staff and report back to the board at a future meeting.

E. Merging of Merlin and V-Cat ILS Consortia: Northern Waters Library Service and Wisconsin Valley Library Service libraries voted not to pursue the merging of Merlin & V-Cat at this time. However, issues brought up during the project's investigation have provided opportunities to improve services for patrons, and further progress will continue to be explored.

F. Strategic Plan Progress – Goal #2: Ms. Stevens presented staff progress on goals and objectives.

G. Wisconsin Public Library Standards-Chapters 5-6: Ms. Stevens provided copies of Chapters 5-6 as well as appendixes A, B and C from the publication Wisconsin Public Library Standards. Upon review, the library successfully meets the majority of standards presented in Chapter 5 & 6. Areas for improvement were identified.

H. Reports from Friends/WVLS Representative: The Friends Crazy Daze book sale was successful. The Friends approved funding for a staff member to attend a continuing education course, and for the replacement of cushions on the reading nook in the youth services department. There was no report from the WVLS Representative.

4. Forthcoming Events & Library Director Report

- July Monthly Statistical Report was presented.
- Following Labor Day weekend: winter hours, including Sunday hours, resume.
- Staff will attend MAPS new teacher orientation.
- Gaming program scheduled for August 27th.

- Youth fall programming begins September 10th.
- Wii Bowling Tournaments scheduled 6 afternoons after school hours.
- Library was represented at the Community Night Out at Normal Park.
- Patrons expressed displeasure with recent software upgrade for computer timing program.
- Bill was submitted to Presbyterian Church for their portion of the recent parking lot resurfacing, conversations continue.
- Preliminary budget given to Lincoln County. Ms. Stevens will contact Dan Leydet regarding potential additional Lincoln County funding.

5. Adjournment:

The meeting adjourned at 5:02 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on September 17th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary