

T. B. Scott Free Library Board of Trustees
ANNUAL MEETING
January 17th, 2018

Minutes

1. Opening

President Mike Geisler called the Annual 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, D'Lacey Haight, Audrey Huftel, Richard Mamer, Tim Meehean and Jim Wedemeyer. Also present: Laurie Ollhoff, Nick Wszalek and Geoffrie L. from MP3.

There was no correspondence or public comment.

2. Election of Officers

Agenda item not discussed. To be placed on next month's agenda.

3. Consent Items

M Meehean/S Wedemeyer/C to approve the minutes of the December meeting as printed.
M Meehean/S Mamer/C to approve the Revenue & Expense Report for December as printed.

4. Reports/Discussion Items/Action Items

A. 2017 Endowment Fund Report: Mr. Mamer presented the report. M Bebel/S Breitenmoser/C to approve the report.

B. 3-5 Year Capital Improvement Plan Review: Ms. Stevens presented an updated plan for review.

C. Building & Grounds Updates: Mr. Wszalek discussed rebates from Focus on Energy in conjunction with current and potential LED conversion projects. Rebates are based in part by square footage of building and type of energy savings initiatives. Mr. Wszalek was directed to obtain information on rebates available on current projects and possible rebates for expanded projects identified and to report back to the board. Discussion on shrubs to north side of building in front of balcony arch which are at end-of-life and will need to be replaced this year.

D. Strategic Plan Progress-Annual Review: Ms. Stevens presented staff goal & objective progress. Ms. Stevens will present a timeline for the Long Range Planning process in the spring.

E. Trustee Essential #22-Freedom of Expression and Inquiry: Ms. Stevens provided copies of Trustee Essential #22.

F. Reports from Friends and WVLS Representative: There was no report from the Friends or the WVLS representative.

5. Forthcoming Events & Library Director Report

- December Monthly Statistical Report was presented.
- Adult Winter Read-In has begun. Tax help will return in February and March.
- Ms. Ollhoff will be attending this year's Library Legislative Day on February 20th.
- IPADs will be deployed this year for in-house use.
- Youth Services staff are working towards more patron focused programming based on soliciting patron feedback. Staff are adjusting programs for days and times that work best for parents and caregivers.
- Jefferson After School Club is transporting 12 students weekly for after-school programming.
- Youth Services staff are providing support to a local Girl Scout to initiate a "Books on the Bus" program.
- Monthly visits continue to Copper Lake School. In December, Ms. Forde collaborated with the school to bring in a local therapy dog and the visit went very well.

6. Adjournment:

M Meehean/S Gilk/C to adjourn the meeting at 4:55 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on February 21st at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary