

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
March 21st, 2018
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 (4:05-), D'Lacey Haight, Audrey Huftel, Tim Meehan, and Jim Wedemeyer. Excused: Paul Gilk and Richard Mamer. Also present: Laurie Ollhoff, Nick Wszalek and Geoffrie L. from MP3.

Correspondence included a request for contributions to the Hanging Basket Project from the Merrill Area Chamber of Commerce Foundation, to which staff are again donating proceeds from April "Casual Friday" donations.

There was no public comment.

2. Consent Items

M Meehan/S Haight/C to approve the minutes of the February meeting as printed. M Meehan/S Huftel/C to accept the Monthly Revenue and Expense Report for February as printed.

3. Reports/Discussion Items/Action Items

A. Policy Review: Reference and Other Copying/Printing: M Breitenmoser/S Meehan/C to approve the policy.

B. Policy Review: Inclement Weather: Ms. Stevens presented a draft policy which attempted to follow city policy as closely as possible. After discussion, Ms. Stevens was instructed to bring the policy back for review with changes as discussed.

C. Building and Grounds Update: Mr. Wszalek reported that the LED conversion project is progressing well. The majority of this project is considered routine maintenance and the bidding process was not required, since many of the fixtures required ballast removal due to end of life. The sump pump, elevator pit and water levels continue to be monitored closely. The front doors are due to be replaced within the month and updates to the trim and floor in the entry area will also be done at that time.

D. Strategic Plan Progress-Goals #3: Ms. Stevens presented staff progress on goals and objectives.

E. Trustee Essential #23-Dealing with Challenges to Materials and Policies: Ms. Stevens provided copies of Trustee Essential #23. Ms. Stevens discussed recent instances where the public have expressed comments and concerns regarding both materials and policies.

F. Reports from Friends/WVLS Representative: The Friends of the Library have a booksale coming in April. At their March meeting, they approved funding of the annual movie license fee. There was no report from WVLS.

4. Forthcoming Events & Library Director Report

- February Monthly Statistical Report was provided.
- Numerous upcoming programs in both Youth and Adult departments including: City Clerk/Mayoral Forum; Opioid Addiction, Family Fun night, & Spring Break activities.
- Ms. Stevens shared several articles pertaining to libraries. The February issue of The Municipality Magazine and the March issue of Wisconsin Counties Magazine were both dedicated to Wisconsin Libraries. An article in The Nation Magazine titled: *Libraries are essential to democracy* by Sue Halpern was also available for review.
- Ms. Stevens provided information in regards to 2017 annual circulation statistics which compared Lincoln County resident's living outside the city limits to municipal resident's circulation. Ms. Stevens cited Wisconsin State Statute 43.60 which addresses county representation on municipal library boards based on percentage of municipal annual sum appropriations. Mr. Gilk has requested that Ms. Stevens provide a written summary to the Lincoln County Board Chair.

5. Adjournment:

M Bebel/S Breitenmoser/C to adjourn the meeting at 4:45 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on April 18th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary