

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
July 18th, 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 (4:01-), Paul Gilk, Audrey Huftel, Richard Mamer and Jim Wedemeyer. Excused: Tim Meehean. Also present: Tyler H. from MP3.

There was no correspondence.

There was no public comment.

2. Consent Items

M Bebel/S Mamer/C to approve the minutes of the June meeting as printed. M Bebel/S Huftel/C to accept the Monthly Revenue and Expense Report for June as printed.

3. Reports/Discussion Items/Action Items

A. 2019 Mid-Year Endowment Fund Report: Mr. Mamer presented the report. M Breitenmoser/S Gilk/C to accept the report as presented.

B. 2019 Preliminary Budget Worksheet: M Bebel/S Mamer/C to approve the budget as presented.

C. Lincoln County Library Board Representation: Ms. Stevens attended the July 2nd Lincoln County Administrative and Legislative (A&L) Committee Meeting to answer any questions regarding the statement on board representation approved at the June 20th meeting. The committee members requested further information on the related Wisconsin State Statute and the item will be on the August A&L agenda. Ms. Stevens will attend the meeting.

D. Strategic Plan Progress-Goals #1: Ms. Stevens presented staff progress on goals and objectives. Ms. Stevens discussed progress on the upcoming Long Range Plan. Site visits to comparable libraries have been conducted and were briefly discussed. Ms. Stevens discussed options gathered from site visits for addressing safety and afterschool issues. Sale of church with adjoining parking lot discussed as it relates to the library's long range plan.

E. Trustee Essential #27-Trustee Orientation and Continuing Education: Ms. Stevens provided copies of Trustee Essential #27. A brochure for Wisconsin Trustee Training Week 2018 was provided.

F. Reports from Friends/WVLS Representative: The Friends of the Library had their regular meeting and discussed their upcoming book sale in October. Ms. Stevens is actively seeking a replacement for consideration as the WVLS Board representative.

4. Forthcoming Events & Library Director Report

- June Monthly Statistical Report was provided.
- Summer Library Program offerings for both adult and youth are in full-swing.
- Discussed our incorporation of additional reading challenges whose incentive has a community centered focus. In addition, discussed attempts to ease the manner in which child care facilities sign-up for larger groups of youth participating in our summer reading program.
- Library is participating in the community-led Merrill Rocks by having T.B. Scott Library decorated rocks hidden throughout the community. Youth who find the rocks bring them in for photos and staff utilize this interaction as another opportunity to introduce youth, who may not otherwise have participated, to the summer reading program.
- Newly introduced Family and Group Summer Storytimes have been well received.
- A copy of the AAC Quarterly Meeting minutes from May 10th, 2018 was supplied.
- Library is co-sponsoring a Lincoln County Sheriff Candidate forum on July 26th.
- Library internal network was hit with ransomware but fortunately, it was quickly resolved.
- HVAC to be added for consideration on the 2019 City Capital Projects list.

- Increased frequency of drips and leaking are being noted from the water suppression system in the ceiling. Mr. Wszalek has contacted the vendor to evaluate.
- Replacement of windows and sashes as well as outdoor window and building cleaning scheduled for next week.
- Recently replaced hot water heater.

5. Adjournment:

M Gilk/S Mamer/C to adjourn the meeting at 5:05 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on August 15th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary