

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
May 15th, 2019
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: Katie Breitenmoser, Darcy Dalsky, Paul Gilk (4:40-), Audrey Huftel, and Jim Wedemeyer. Excused: Gene Bebel, Richard Mamer and Tim Meehean. Also present: Laurie Ollhoff, Nick Wszalek (-4:30), and Geoffrie L. from MP3.

There was no correspondence.

There was no public comment.

2. Consent Items

M Breitenmoser/S Dalsky/C to approve the minutes of the April meeting as presented. M Breitenmoser/S Huftel/C to accept the Monthly Revenue and Expense Report for April as printed. The March Revenue and Expense report was revised to reflect a correction for a City error in posting revenue. The journal entry correction was discussed and available.

3. Reports/Discussion Items/Action Items

A. Staffing Change Request: Ms. Stevens presented a proposal for consideration of a staff position change. M Wedemeyer/S Dalsky/C to approve replacing the current Youth Services Department Assistant position from two-half time employees to one full-time employee.

B. 1000 Books Before Kindergarten Makeover: Mrs. Stevens presented a document reviewing the participation and history of our 1000 Books Before Kindergarten program which was started in 2013 with funding from the Endowment Fund. Staff are revising and transitioning their program based on this data and will report progress to the board in one year.

C. 2018 System Information & Public Library Statistics: Statistics and trends for library visits, circulation, number of programs and program attendance were highlighted.

D. Request from Merrill City Band for In-House Display: M Wedemeyer/S Breitenmoser/C to approve the Merrill City Band In-House display.

E. Update on Community Room Status: Staff will be submitting quotes to the insurance company for repairs resulting from the water damage. An update was given on the status of requests for funding for the replacement of the support pole with a structural beam. Since this project will need to be put out to bid as well as contending with contractor schedules, the likely timeline for completion will be in the fall.

F. Status of Church Property: Board members remain concerned about potential uses of the building as it relates to the shared parking lot. Ms. Stevens is not aware of any developments regarding the property.

G. Strategic Plan Progress Goal #2: Goal #2 was presented with objectives and measurable outcomes.

H. Trustee Essential #9-Managing the Library's Money: Ms. Stevens provided copies of Trustee Essential #9.

I. Reports from Friends/WVLS Representative: The Friends one-day book sale in the Café area was successful and plans are underway for another in June. Ms. Stevens continues to seek a replacement for the vacancy of the Lincoln County representative on the WVLS Board.

4. Forthcoming Events & Library Director Report

- April's Monthly Statistical Report was provided with a correction.
- Summer Library Program for Youth-A Universe of Stories begins June 7th. New this year is that all programs will be here at the library rather than at PRMS.
- School and individual class visits promoting the program are being conducted. Monthly program reminders are being emailed to schools-both public and private.

- Youth Services participated in Kids Day last Saturday which had an attendance of over 400 youth and families.
- Library staff and patrons were serenaded by a group of Washington Wildcat choir students last week.
- Summer Library Reading Program for Adults begins May 28th.
- Promotion of the library-print, online, radio-is ever changing. Staff members are adapting and branching out from traditional approaches to fit the new trends.
- A copy of the Active and Aware Citizens Accomplishments May 2019 Review was provided.
- A copy of the Recommendations for Strengthening Community Engagement in Wisconsin's Public Libraries report by the Wisconsin Department of Public Instruction was provided.
- Local author Victoria Houston's program on May 14th was well attended.
- New ArtShare is Nautical Instruments from the collection of Carl Weinert.
- City of Merrill is discussing holding a city-wide employee safety day. Cybersecurity was recommended by a board member as a possible topic to be addressed.

5. Adjournment:

M Wedemeyer/S Huftel/C to adjourn the meeting at 4:50 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on June 19th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary