

BRILLION PUBLIC LIBRARY BOARD
Brillion Public Library 10:00 A.M.
February 20, 2019

CALL TO ORDER:

Dominick Madison called the meeting to order at 10:00 AM

ROLL CALL:

Present were: Linda Dieter, Dominick Madison, Betty Nies and Dean Wallace. Also present were Library Director Rachel Hitt and MCLS Director Becky Petersen. Absent: Marc Axelrod, Tammy Fischer, Marilyn Schuh, Brittany Smith and Nancy Zimpel.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited by the group.

APPROVAL OF AGENDA:

Motion: Betty Nies moved to approve the amended agenda as printed. Seconded by Linda Dieter. Motion carried.

APPROVAL OF MINUTES: January 16, 2019

Motion: Betty Nies moved to approve the minutes of the January 16, 2019 Library Board meeting as printed and circulated. Seconded by Dean Wallace. Motion carried.

COMMUNICATIONS:

Donations

Fill the Shelves

- Kurt & Lisa Keller \$100
- Ariens Foundation \$500

John Simmons - \$225 in memory of Virginia Simmons

Zander Press donated the two Brillion sports history books by Earl Herring to the library.

LIBRARY DIRECTOR'S REPORT:

Circulation:

Program numbers from last year will be adjusted to count programs as defined by the DPI (drop in and regular programs) plus devices time and the teen advisory board.

Financial:

Motion: Dean Wallace moved to accept the Financial Report dated February 20, 2019 as written and circulated. Seconded by Linda Dieter. Motion carried.

c. Library Happenings: Regular programming continues. MCLS Reads book discussions are scheduled through the spring. In addition, Julia Noordyk of the Wisconsin Sea Grant Institute will be speaking at the library in April.

Automation/Technology:

Shared System/LARS:

Technology updates: The Library held two device sessions and two Introduction to Gmail classes in January, but there were no attendees.

Three Robot Time sessions were held with ten people in attendance. Coding Club had two attendees.

BUILDING AND GROUNDS MAINTENANCE

Any Building and grounds issues

The HVAC shifts into occupied mode 30 minutes prior to the scheduled time. Also, the thermostats at the main desk and near the meeting room were at 74 and 75 degrees respectively while the building was still unoccupied. The technician from Energy Control and Design will deal with these issues later this month.

A thermostat will be placed in the ceiling near the heating/cooling unit in the front entrance to maintain the proper temperature in both winter and summer.

LIBRARY PROGRAMS

Library Friends

The Library Friends changed their regular meeting time to the third Thursday of the month and have begun to prepare for their annual used book sale.

Ongoing program updates

Book Talking had twelve in attendance. West Haven had two participants. Book Talking After Dark had eight participants. Tween Book Talking had three in attendance. The Monday night storytime averaged 9.3 participants (5 children) and the Tuesday morning storytime averaged 11.25 participants (7.25 children). One person attended After School Experiments (Grades 1-3) and eight people attended After School Experiments (Grades 4-6). Drop-in coloring had six participants. The Estate Planning program had five attendees.

ANNUAL REPORT

Copies of the Annual Report as prepared by the Library Director were handed out to the board members present. After perusing the report, time was allowed for discussion and questions.

Motion: Betty Nies moved to accept the annual report as presented. Seconded by Linda Dieter. Motion carried.

STRATEGIC PLANNING

Conference Call held on January 30 to discuss the process.

Training dates (May and September) to be set soon; panelists to be selected soon after.

TRUSTEE TRAINING

TE5 – Hiring a Library Director

TE6 – Evaluating the Director

Discussion was focused on how and when to evaluate the Library Director. The form that the board had previously used seems appropriate. The evaluation of the Library Director will be done in July 2019.

MANITOWOC-CALUMET LIBRARY SYSTEM

MCLS Director Becky Petersen reported that the state provided additional funding to library systems. MCLS will use this to add electronic resources and to increase MCLS Advantage OverDrive collection. This will reduce the wait time for MCLS patrons for popular titles and may expand the number of titles available.

NEW BUSINESS

Rachel passed out copies of a letter to be sent to our legislator from our Library Board to be signed by our board chair, Marc Axelrod. The letter requests that our state legislature review Chapter 43 State Statues, specifically related to County reimbursement (43.12). Currently we are seeing decreased in funding each year for our library including from our County Boards.

Motion: Linda Dieter moved to approve submitting the legislator letters as drafted. Seconded by Betty Nies. Motion carried.

PRESIDENT

NA

CITIZEN INPUT

NA

SET NEXT MEETING DATE

The next Brillion Public Library Board Meeting will be held on March 20 at 10:00 a.m.

ADJOURNMENT:

Motion: Linda Dieter moved to adjourn the meeting. Seconded by Betty Nies. Motion carried. The meeting adjourned at 10:55 AM

Dean Wallace, Secretary pro tem