

Ethel Everhard Memorial Library Board of Trustees

August 6, 2018, 6:45 pm

Presiding Officer: President LeeAnn Kittleson called the meeting to order at 6:45pm.

Roll: President LeeAnn Kittleson, Trustees: Mary Bergs, Nancy Nelson, Karen Robotka and Library Director, Aaron Raschke in attendance. Bruce Dethlefsen absent.

Agenda: Robotka moved to approve Agenda for August 6, 2018 Board Meeting. Bergs seconded. **MC — 4 yes, 0 no**

Minutes: Nelson moved to approve Minutes from July 9, 2018 Board Meeting. Bergs seconded. Motion rescinded. Nelson moved to table approval of July 9, 2018 Minutes until September meeting to have quorum vote. **MC — 4 yes, 0 no**

Public Comments: None.

Reports:

Financial Report:

1. Robotka moved to approve the payment of Monthly Bills for August 2018. Nelson seconded.
MC— 4 yes, 0 no
Roll Call Vote: Kittleson — yes; Bergs — yes; Nelson – yes; Robotka — yes.
2. Income and Expense reports were presented and discussed.

Director's Report:

1. Monthly Statistics for July: Circulation –4581; eCirculation – 223; Patrons — 2454; New Cards – 21; Computer Hours– 219; Computer Users –254; Wireless Devices – 369; Wireless Sessions – 1789; Website Visits — N/A; Website Pageviews – N/A.
2. Reviewed the Calendar of Events for August 2018.
 - a. Summer Program update: Overall attendance is static from last year; however, attendance earlier in the summer was down and later in the summer attendance was up.
 - b. Adult and teen summer reading programs are finished. The children's reading program runs through Labor Day.
3. Aaron attended WiLSWorld — a continuing education seminar; the keynote session and others were all timely and worthwhile presentations.
4. Friends of the Library will host a Silent Auction beginning August 16th —plans and preparation are on track.
 - a. President Pat Waters will not be returning as president — she has served two terms.
5. Aaron will continue to participate in All-WALS, County Board meetings and ILS Merger Committee (Integrated Library System).
6. Aaron will not be able to attend the County Board Finance Committee meeting August 13 and has asked that the President and/or Trustees attend in his absence for support of the Westfield Library. Mark Arend, Assistant Director of the Winnefox Library System, which we are a part of, will make the proposal to the County Board.
7. Aaron will be on vacation from August 10 through August 19; Katie's vacation days will overlap; Susan and Tara will be responsible for library business during that time.

Unfinished Business:

1. Library lighting upgrades will take place beginning in September.

New Business:

1. Aaron presented the first draft of the 2019 Library Budget for review and discussion. Updates will continue throughout the budget process.

Adjourn: Robotka moved to adjourn. Bergs seconded. **MC— 4 yes, 0 no**