

Ethel Everhard Memorial Library Board of Trustees
August 10, 2015 6:45P.M. Library

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

Roll: Trustees: LeeAnn Kittleson, Karen Christensen, Pat Adkins, Bruce Dethlefsen and Library Director, Aaron Raschke in attendance. Karen Robotka came in late.

Agenda: Christensen moved to approve the agenda for August 10, 2015 Board Meeting, second by Dethlefsen. **MC 4-0**

Minutes: Delthfesen moved to approve minutes of July 13, 2015 regular Library Board meeting as written. Second by Christensen. **MC 4-0.**

Public Comments: None.

Reports:

Financial Report:

1. Christensen moved to approve payment of Monthly Bills for August, 2015. Second by Dethlefsen. Discussion held. Roll Call Vote: Kittleson – yes; Robotka - yes; Adkins - yes; Christensen-yes; Dethlefsen - yes. **MC 5 yes and 0 no.**

2. Income report presented and discussed.

3. Expense report presented and discussed. Aaron's and Village records balanced for first half of the fiscal year. Aaron to add in extra Village purchases (lightbulbs etc.). We also looked at the Village Board Mtg report about benefits etc. Looks like we're where we should be for the year. Will keep checking.

Director's Report

1. Monthly Statistics July 2015: Circulation - 4900; Patrons - 3175; New Cards -15; Computer Hours - 264; Computer Users - 401; Wireless Devices - 154; Wireless Hours - 9; Website Visits - 1300; Website Pageviews - 2428. Aaron thought numbers were low. We'll watch to make sure it's not a trend.

2. We have a Facebook page. There has been lots of interest.

3. Aaron reported good attendance at SLP & Movies. Will have exact numbers next month.

5. We no longer have a Experience Works program volunteer/employee. She has received a full time job.

6. We will have a new volunteer/employee, Richard, who will work 5-10 hrs/week. He is connected and paid through the W-2 job training program. He'll be working with Aaron to do Storytime as well as other library jobs.

Friends of the Library:

1. Silent auction later in August. Open bidding this year. Also have purchased new signs for more coverage.

2. Next meeting August 26th.

Unfinished Business - None

New Business

1. We reviewed the Library Materials Loan Policy. People are using other's cards to avoid fines and lost charges. After discussion we decided that Aaron will handle this on a case by case basis. No changes in the Loan Policy at this time.

2. Aaron brought a list of possible purchases. Kittleson moved that we purchase 2 complete computers including all accessories, a receipt printer and a paper cutter for approximately \$2500. Christensen seconded the motion. **Roll Call vote: Dethlefsen – yes; Christensen – yes; Robotka – yes; Kittleson – yes; Adkins – yes. MC 5-0.**

3. We looked at the first draft of the 2016 Budget. Discussion held. We'll vote on the first draft at September 14, 2015 meeting.

4. Robotka moved to go to closed session* to discuss Aaron's 9 month evaluation. **WI Statute §19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.* Christensen seconds. **MC- 5-0**

5. Dethlefsen moved to come out of closed session. Robotka seconded. **MC-5-0**

Christensen made a motion made to adjourn. Second by Christensen. **MC- 5-0**

Next meeting, September 14, 2015. New Business: at 6:45pm

Minutes recorded by Pat Adkins.