

**Ethel Everhard Memorial Library Board of Trustees**

**April 9, 2018, 6:45 pm**

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

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

**Agenda:** Robotka moved to approve the Agenda for the April 9, 2018 Board Meeting. Nelson seconded. **MC — 5 yes, 0 no**

**Minutes:** Dethlefsen moved to approve the minutes from the March 12, 2018 Board Meeting. Robotka seconded. **MC— 4 yes, 1 no**

**Public Comments:** None.

**Reports:**

**Financial Report:**

1. Robotka moved to approve the payment of Monthly Bills for April 2018. Bergs seconded.  
**MC— 5 yes, 0 no**  
Roll Call Vote: Bergs – yes; Dethlefsen – yes; Kittleson – yes; Robotka — yes; Nelson – yes.
2. Income and Expense reports were presented and discussed.
3. **Director's Report**
  - a. Monthly Statistics for March: Circulation –4117; eCirculation –316; Patrons — 2644; New Cards – 13; Computer Hours 208; Computer Users –256; Wireless Devices – 315; Wireless Sessions – 1390; Website Visits – 1052; Website Pageviews – 1904.
  - b. Reviewed the Calendar of Events for April 2018.
  - c. Aaron reported the contents of an e-mail from the representative of the Winnefox System who attended the Marquette County Board Meeting on March 12th. Discussion on the possibility of a County Library System was tabled until after the election and new Board members assignments are made.
  - d. Following attendance at the Integrated Library System (ILS) committee meeting to explore the possibility of the OWLSnet & WALS ILS potential merger, Aaron reported the highlights of that meeting. Procedures are tentative at this time; Winnefox ILS contract needs to be renewed, OWLSnet servers (equipment) from need to be replaced. Aaron will provide meeting/discussion updates monthly.
  - e. Contacts have been made to pursue bids from electrical contractors for the Library Lighting Update Project. Aaron is pursuing obtaining credits from Focus on Energy for a portion of the expense.
4. Friends of the Library. Plans for the Spring Indoor and Outdoor Plant Sale May 11 & 12 are underway.

**Unfinished Business:** The Material Selection Policy amendment was presented. Bergs moved to approve. Dethlefsen seconded. **MC — 5 yes, 0 no**

**New Business:**

1. Review new State Records Retention Schedule. Dethlefsen moved to approve. Robotka seconded. **MC — 5 yes, 0 no**

**Adjourn:**

Nelson made a motion made to adjourn. Bergs seconded. **MC — 5 yes, 0 no**

Next meeting will be held May 14, 2018

Minutes recorded by Nancy Nelson