

Ethel Everhard Memorial Library Board of Trustees

January 14, 2019, 6:45 pm

Presiding Officer: President LeeAnn Kittleson called the meeting to order at 6:50pm.

Roll: Trustees: Mary Bergs, Bruce Dethlefsen, Karen Robotka and Library Director, Aaron Raschke in attendance. Trustee Nancy Nelson arrived at 7:10pm.

Agenda: Dethlefsen moved to approve Agenda for January 14, 2019 Board Meeting. Robotka seconded. **MC — 4 yes, 0 no**

Minutes: Dethlefsen moved to approve Minutes from November 12, 2018 Board Meeting and special meeting on December 13, 2018. Robotka seconded. **MC — 4 yes, 0 no**

Public Comments: None.

Reports:

Financial Report:

1. Income and Expense reports were presented and discussed.
2. Robotka moved to approve the payment of Monthly Bills for December 2018 and January 2019. Bergs seconded. **MC— 4 yes, 0 no**
Roll Call Vote: Bergs — yes; Dethlefsen — yes; Kittleson — yes; Robotka — yes.

Director's Report:

1. Annual Statistics for 2018 presented and reviewed.
2. Monthly Statistics for December 2018: Circulation 3537; eCirculation – 227; Patrons – 2050; New Cards – 5; Computer Hours – 13; Computer Users – 158; Wireless Devices – 97; Wireless Sessions – N/A; Website Visits – 955; Website Pageviews – 1938.
3. Reviewed the Calendar of Events for December January 2019; the Library will be open an extra hour Fridays and Saturdays going forward.
4. ILS Merger Update — moving forward with the OWLS merger, policies and procedures are still being discussed and will be introduced and/or tested as scheduled. A decision will be forthcoming as to the merger.
5. Tablet/Smart Phone Classes: Registration is ongoing, and all spaces are expected to be filled.
6. Pat Adkins made a monetary donation in her late husband's name, Joe Adkins.

Friends of the Library:

1. There will be an article in the *Marquette County Tribune* re the upcoming Book & Bake Sale.
2. Karen Robotka has been elected the new President; Pat Adkins will assume the role of Secretary.

Unfinished Business:

1. There is a definite need for a new and more efficient copier featuring both b/w and color capabilities along with improved scanning features. Aaron presented quotes for purchasing, leasing and maintenance costs.

New Business:

1. There was discussion re a potential Animals in the Library Policy. Aaron will research topic to see if a library rule should be made regarding pets in the library that may not be therapy or service dogs/pets.

Adjourn: Nelson moved to adjourn. Kittleson seconded. **MC— 5 yes, 0 no**

Minutes recorded by Nancy Nelson