

Ethel Everhard Memorial Library Board of Trustees

June 10, 2019, 6:45 pm

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

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

Agenda: Robotka moved to approve Agenda for June 10, 2019 Board Meeting. Nelson seconded.
MC — 5 yes, 0 no

Minutes: Dethlefsen moved to approve Minutes from May 13, 2019 Board Meeting. Bergs seconded.
MC — 5 yes, 0 no

Public Comments: None.

Reports:

Financial Report:

1. Robotka moved to approve the payment of Monthly Bills for June 2019. Nelson seconded.

MC— 5 yes, 0 no

Roll Call Vote: Bergs — yes; Dethlefsen — yes; Kittleson — yes; Nelson — yes; Robotka — yes.

2. April 2019 monthly Income and Expense Reports were presented and discussed.

Director's Report:

1. Monthly Statistics for May 2019: Circulation 3320; eCirculation – 231; Patrons – 2247; New Cards – 12; Computer Hours – 109; Computer Users – 168; Wireless Devices – 197; Wireless Data (GB) – 180; Website Visits – 933; Website Pageviews – 1724.

2. Reviewed the Calendar of Events for June 2019 —

- a. The Summer Library Program is underway as of June 10.

3. ILS Merger Update — An overview of the new Integrated Library System software was demonstrated on site by each systems software vendors. Specific procedures will be presented on June 18 by OWLSnet and Winnefox.

4. Aaron presented Circulation Tables for a historic 5-year time period for the Westfield Library as compared to Winnefox Library System as a whole. Book circulation is staying fairly static; AV circulation is declining due to expanded internet availability and streaming services.

5. There will be a Friends of the Library Book & Bake Sale will be held June 13-15.

New Business:

1. Reviewed final draft of Teacher Card Policy. Nelson moved to accept the Policy as written. Dethlefsen seconded.

MC —5 yes, 0 no

2. Election of Library Board Officers. Dethlefsen moved to keep the current positions. Bergs seconded.

MC —5 yes, 0 no

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

Next Meeting: July 8, 2019.

Minutes recorded by Nancy Nelson