

Ethel Everhard Memorial Library Board of Trustees
October 12, 2015 6:45P.M. Library

Presiding Officer: Bruce Dethlefsen called the meeting to order at 6:45PM.

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

Agenda: Christensen moved to approve the agenda for October 12, 2015 Board Meeting, second by Dethlefsen. **MC 3-0**

Minutes: Adkins moved to approve minutes of September 2015 regular Library Board meeting as written. Second by Christensen. **MC 3-0.**

Public Comments: None.

Reports:

Financial Report:

1. Christensen moved to approve payment of Monthly Bills for October, 2015 with the correction to the vouchers of an addition of \$20.68 to the Amazon Bill. Second by Adkins.

Roll Call Vote: Adkins - yes; Christensen-yes; Dethlefsen - yes. **MC 3 yes and 0 no.**

2. Income report presented and discussed.

3. Expense report presented and discussed.

Director's Report

1. Monthly Statistics September 2015: Circulation - 4453; Patrons - 2610; New Cards -13; Computer Hours - 230; Computer Users - 371; Wireless Devices - 166; Wireless Hours - 10; Website Visits - 1292; Website Pageviews - 2590.

2. Carpets have been cleaned. Aaron satisfied with work and outcome.

3. Aaron reported on programs. He visited the meal site and invited them to the open mic night with Bruce Dethlefsen. Poetry night went well. Had 8 attend and some participation.

4. Planning Storytime field trip to Robotka's horse farm. May have to cancel due to Karen being on crutches.

5. Little Lambs nursery school will be coming this month.

6. Lego Club this month. Penny will cover as Aaron is at a meeting at the same time.

7. READ program starts on 21st.

8. 4K & 4th graders will come to the library on the 28th & 29th.

9. Entrepreneurship Program on the 28th.

10. Aaron attended 4 meetings/workshops in September. One with the the Exec. Committee about budget. Changes coming in 2016 to cost to have DVDs refinished. Cost going up. Also cost of rotating collection going up \$25/rotation. Also met with WALs about new technology. Will have a new on-line user catalog in 2017. Aaron reported going to Trustee workshop. Information about board meetings and open records requirements.

11. Aaron will be teaching Computer Classes in January & February. Attended webinar titled, "Teaching 21st Century Technology to 20th Century Adults."

Friends of the Library:

1. Karen Robotka absent but Aaron told us about the Friends Pot Luck at noon on October 27th at the home of Lin Krause. Call Aaron for directions.

Unfinished Business

1. Future Salary & Benefits Expenditures.

Aaron brought us the estimates for the sign. Quotes were \$6,000 to \$7,000 . We felt it was too expensive at this time.

Aaron reported on the purchase of Nonfiction Children's State Books Collection. Approx. \$1,000 – 1,260 for the set. We tabled discussion until December.

Aaron requested another floor mat for the entrance. Would cover the remainder of the floor in the entrance. Dethlefsen moved that we ok the purchase of the mat at Aaron's discretion. Christensen seconds. **MC 3-0.**

Aaron asked that we consider purchasing a digital mobile Circulation tablet. We tabled discussion until December.

Aaron also asked us to consider new books for the Kindle and Nook Readers. He will Ask the Friends and bring it back to us at future meeting.

2. Budget Update: Property Insurance amount has increased to \$1,175. Rent estimate for 2016 has been reduced from \$1,000 to \$750. \$250 was added to the materials budget item.

Aaron reported that he just received word that the county allotment is reduced to \$44,201 (same as 2015) instead of the \$45,085 in our budget. Will have to discuss the ways to make up the \$884 difference. Will vote on revised budget in November.

New Business

3. Employee Handbook Holiday Dates for 2016 Calendar. Kittlesen moved to accept the 8 paid holidays and days the library is closed (Jan. 1; May 30; July 4; Sept 5; Nov 24; Dec 26) named in the employee Handbook for Village Employees. Dethlefsen seconds. **MC 4-0.**

Christensen made a motion made to adjourn Second by Adkins. **MC- 4-0**

Next meeting, November 9, 2015. New Business: at 6:45pm

Minutes recorded by Pat Adkins.