

Ethel Everhard Memorial Library Board of Trustees

October 8, 2018, 6:45 pm

Presiding Officer: Trustee Karen Robotka called the meeting to order at 6:45pm.

Roll: Trustees: Mary Bergs, Bruce Dethlefsen, Nancy Nelson, Karen Robotka and Library Director, Aaron Raschke in attendance; President LeeAnn Kittleson arrived at 6:50pm.

Agenda: Dethlefsen moved to approve Agenda for October 8, 2018 Board Meeting. Nelson seconded. **MC — 4 yes, 0 no**

Minutes: Nelson moved to approve Minutes from September 10, 2018 Board Meeting. Dethlefsen seconded. **MC — 4 yes, 0 no**

Public Comments: Carol Snyder presented a \$500 cash donation in memory of her late husband, Lyle Snyder. Mr. Snyder was a frequent user of the library and particularly interested in books involving the Civil War.

Reports:

Financial Report:

1. Dethlefsen moved to approve the payment of Monthly Bills for October 2018. Robotka seconded.

MC— 5 yes, 0 no

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

2. Income and Expense reports were presented and discussed.

Director's Report:

1. Monthly Statistics for September: Circulation –3545; eCirculation – 261; Patrons — 2038; New Cards – 11; Computer Hours– 222; Computer Users –263; Wireless Devices – 320; Wireless Sessions – 1608; Website Visits — 1097; Website Pageviews – 2122.

2. Reviewed the Calendar of Events for October 2018.

3. Aaron will attend the All-WALS Meeting in Ripon on October 30th.

Unfinished Business:

1. Work on replacing lighting and retrofitting fixtures is finished.

New Business:

1. 2019 Library Budget updates were presented for review and discussion.

- a. Nelson moved to approve the Preliminary Budget as reviewed and discussed. Kittleson seconded.

MC – 5 yes, 0 no.

2. Employee Evaluations

- a. Nelson moved to table to next meeting. Kittleson seconded.

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

Next meeting will be held November 12, 2018

Minutes recorded by Nancy Nelson