

Ethel Everhard Memorial Library Board of Trustees
September 12, 2016 6:45P.M. Library

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

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

Agenda: Christensen moved to approve the agenda for September 12, 2016 Board Meeting, second by Robotka. **MC 5-0**

Minutes: Dethlefsen moved to approve minutes of August 8, 2016 regular Library Board meeting as written. Second by Christensen. **MC 4-0 with 1 abs.**

Public Comments: None.

Reports:

Financial Report:

1. Christensen moved to approve payment of Monthly Bills for September 2016 as presented. Second by Dethlefsen. Roll Call Vote: Kittleson – yes; Robotka - yes; Adkins - yes; Christensen-yes; Dethlefsen - yes. **MC 5 yes and 0 no.**

2. Income and Expense reports presented and discussed.

Director's Report

1. Monthly Statistics August 2016: Circulation - 4804; eCirculation – 166; Patrons - 2743; New Cards -12; Computer Hours - 296; Computer Users - 343; Wireless Devices - 263; Wireless Hours - 35; Website Visits - 964; Website Pageviews - 1817.

2. Public computer #4 arrived and is installed.

3. Aaron asked for our attendance at the County budget meetings. Village Budget needs to be in by Sept. 27th and budget roundtable Oct 18. County Board Meeting Sept 20th and Oct 12th. The library needs public support too.

4. SLP report – more kids, teens and adults completed the Reading Program. Good attendance at Summer events but down a little bit overall from last year.

Friends of the Library:

1. Silent Auction to be held Oct 6,7 & 8 (9-5 Thu and Fri; 9-12 Sat) Donations needed. Posters are out.

2. Next meeting September 27th.

Unfinished Business –

1. Bathroom project – painting done in guy's; sinks and counters are here and waiting to be installed.

2. 2017 Library budget discussed. Aaron reported that the Village has indicated they would have up to \$2600 for pay increases for library employees to bring them to comparable wages. Actual budget amount to be determined. Aaron reported that the County Board's Executive & Finance Committee voted to spend the same on library funding for 2017 as they as they did in 2016. But because the amount the county will have to pay to libraries in other counties will increase in 2017 this amounts to a \$3,873 cut for the Westfield Library. Discussion held about budget line items and possible changes to cover the county funding change. We want to maintain our materials budget at \$10,000. DPI suggests \$11,000 minimum for library our size. In response, Dethlefsen moved to submit a request of \$67,475 in funding from the Village for our 2017 budget. Robotka seconded. **MC 5-0.**

New Business

1. Election of Officers. Christensen moved to keep the Officers as they are currently (Kittleson - President, Robotka - Vice President, Adkins - Secretary). Dethlefsen seconds. **MC 5-0**

Dethlefsen made a motion to adjourn Second by Christensen. **MC- 5-0**

Next meeting, October 10, 2016. **New Business:** at 6:45pm

Minutes recorded by Pat Adkins.