

Ethel Everhard Memorial Library Board of Trustees

March 11, 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 March 11, 2019 Board Meeting. Bergs seconded. **MC — 5 yes, 0 no**

Minutes: Dethlefsen moved to approve Minutes from February 11, 2019 Board Meeting. Robotka seconded. **MC — 5 yes, 0 no**

Public Comments: None.

Reports:

Financial Report:

1. February 2019 monthly Income and Expense reports were presented and discussed.
 - a. The Library received a \$300 donation from the Westfield Lions Club.
2. Dethlefsen moved to approve the payment of Monthly Bills for March 2019. Robotka seconded.
MC— 5 yes, 0 no
Roll Call Vote: Bergs — yes; Dethlefsen — yes; Kittleson — yes; Nelson — yes; Robotka — yes.

Director's Report:

1. Monthly Statistics for February 2019: Circulation 3442; eCirculation – 212; Patrons – 2143; New Cards – 14; Computer Hours – 82; Computer Users – 140; Wireless Devices – 151; Wireless Data (GB) – 151; Website Visits – 916; Website Pageviews – 1711.
2. Reviewed the Calendar of Events for March 2019 —
 - a. The Smartphone and Tablet Classes are well attended and received; there will be one more in March
 - b. Dr. Seuss' Birthday Party was attended by about 70 people.
3. ILS Merger Update — The update will combine Nicolet, OWLS and Winnefox library systems. The process is moving forward with a final determination to be made by the Library System Boards at the end of May.
4. WTEC meeting March 8 — addressed issue with system sending out emails re late notices, fines, etc., in error
5. There is a Winnefox app available for library functions and improvements are continuing to be made to it
6. The Book and Bake Sale will set up on Weds. And run Thurs.-Sat.
7. Storytime will continue as scheduled.

New Business:

There was a brief discussion about the new copier/printer/fax and pricing was established to be posted at the Library. An amended version of the Copier. Printer, Fax Use Policy will be presented at the next Board Meeting.

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

Minutes recorded by Nancy Nelson