

Ethel Everhard Memorial Library Board of Trustees

September 9, 2019, 6:45 pm

**Presiding Officer:** President LeeAnn Kittleson called the meeting to order at 6:50 pm.

**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 September 9, 2019 Board Meeting. Dethlefsen seconded.  
**MC — 5 yes, 0 no**

**Minutes:** Nelson moved to approve Minutes from August 12, 2019 Board Meeting. Kittleson seconded.  
**MC — 5 yes, 0 no**

**Public Comments:** None.

**Reports:**

**Financial Report:**

1. Nelson moved to approve the payment of Monthly Bills for September 2019. Dethlefsen seconded.

**MC— 5 yes, 0 no**

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

2. August 2019 monthly Income and Expense Reports were presented and discussed. Total Income for 2019 will be at or over projected budget.

**Director's Report:**

1. Monthly Statistics for August 2019: Circulation 3521; eCirculation – 237; Patrons – 2318; New Cards – 11; Computer Hours – 237; Computer Users – 217; Wireless Devices – 117; Wireless Data (GB) – 318; Website Visits – 909; Website Pageviews – 1663.

2. Reviewed the Calendar of Events for September 2019 —

a. Victoria Houston, Wisconsin resident and author of the book Dead Jitterbug — the selection for the Summer Reads Program, was the featured presenter for Author Talk on Sept. 7th at the Westfield Village Hall. There were 20+ attendees. A special Thank You to Pat Waters for providing home-baked cookies for the event.

b. Aaron will attend Tech Days Workshop on Sept. 11 in Appleton.

c. The Winnefox Technology group will be discussing the OWLS merger and an alternative proposal to merge will be presented. Aaron will provide summary update at the October Meeting.

d. Aaron will be promoting the library weekly on Monday mornings with advertising activities and programs on the Library's Facebook page.

**Friends of the Library**

1. Proceeds from the recent Silent Auction are over \$2,000.
2. Friends' annual potluck will be Oct. 22. Bruce Dethlefsen will present the program.
3. The next meeting of the Friends of the Library will be Sept. 24.

**New Business:** Nelson moved to approve the first draft of 2020 Library Budget as presented and discussed. Bergs seconded. **MC — 5 yes, 0 no**

**Old Business:** Kittleson moved to approve the Materials Loan Policy. Bergs seconded. **MC — 5 yes, 0 no**

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

**Next Meeting:** October 7, 2019.

Minutes recorded by Nancy Nelson