

Ethel Everhard Memorial Library Board of Trustees
July 10, 2017 6:45pm

Presiding Officer: Lee Ann Kittleson called the meeting to order at 6:45pm.

Roll: Trustees: Mary Bergs, Bruce Dethlefsen, Nancy Nelson, Lee Ann Kittleson, and Library Director, Aaron Raschke in attendance. Karen Robotka was absent.

Agenda: Dethlefsen moved to approve the agenda for the July 10, 2017 board meeting. Nelson seconded. **MC 4-0**

Minutes: Nelson moved to approve the minutes from the June 12, 2017 board meeting. Dethlefsen seconded. **MC 4-0**

Public Comments: None.

Reports:

Financial Report:

1. Dethlefsen moved to approve payment of Monthly Bills for July. Kittleson seconded. Roll Call Vote: Bergs - Yes; Dethlefsen - Yes; Nelson - Yes; Kittleson - Yes. **MC 4 yes, 0 no.**

2. Income and Expense reports presented and discussed.

Director's Report

1. Monthly Statistics : Circulation - 4317; eCirculation - 155; Patrons - 3414; New Cards - 14; Computer Hours - 191; Computer Users - 312; Wireless Devices - 452; Wireless Sessions - 2471; Website Visits - 1188; Website Pageviews - 2578.

2. Reviewed the calendar of events at the library in July. Fair program storytime and meet & greet were well received. Revita Dance Studio recruited for Summer program. Teen Reading Program going well.

3. Staff Update - Katie will be returning on July 13th and Vicki will be starting in early September.

4. Aaron will participate in continuing education during July (WiLS World).

5. Aaron presented briefly an overview of the Public Library System Redesign (PLSD) project.

6. There are online webinar-type sessions for interested Trustees provided by Wisconsin Trustee Training as part of Wisconsin Trustee Training week.

7. Computer Upgrade: Two (2) computers are still running on Windows XP which is no longer supported by Microsoft making them vulnerable to malware and hacking. Motion by Bergs to replace both (2) computers, Dethlefsen seconded. Roll Call Vote: Bergs - Yes; Dethlefsen - Yes; Nelson - Yes; Kittleson - Yes. **MC 4 yes, 0 no.**

Friends of the Library:

1. Friends of the Library next meeting will be July 25th.

2. The Friends are currently accepting donations for the Silent Auction which will be held August 17-19.

New Business:

1. Review Meeting Room Policy: Policy was discussed and edits will be forthcoming for review at the August Board of Trustees meeting.

Nelson made a motion made to adjourn. Bergs seconded.

Next meeting, August 14, 2017. New Business: at 6:45pm.

Minutes recorded by Nancy Nelson and Aaron Raschke.