

Ethel Everhard Memorial Library Board of Trustees
May 11, 2015 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: Dethlefsen moved to approve the agenda for May 11, 2015 Board Meeting, second by Robotka. **MC 5-0**

Minutes: Christensen moved to approve minutes of April 13, 2015 regular Library Board meeting as written. Second by Robotka. **MC 5-0.**

Public Comments: None.

Reports:

Financial Report:

1. Christensen moved to approve payment of Monthly Bills for May, 2015. Second by Dethlefsen. Discussion held. Cost of Tumble Books was discussed. Now you must put in a library card number to access Tumblebooks, which may affect the number of users going forward. Aaron told us that we had 3000+ users so far this year at about 44 cents per use. He'll watch the users going forward to compare. Also discussed the property insurance. Aaron had to get in touch with the company via the new contact online. He did not receive notice that it was due. It has now been paid. Also there is a wrong amount on one check for magazine renewals. Aaron will contact the Village and have them correct the amount. Roll Call Vote: Kittleson – yes; Robotka - yes; Adkins - yes; Christensen-yes; Dethlefsen - yes. **MC 5 yes and 0 no.**

2. Income report presented and discussed.
3. Expense report presented and discussed.

Director's Report

1. Monthly Statistics April 2015: Circulation - 4461; Patrons - 2943; New Cards -16; Computer Hours - 200; Computer Users - 314; Wireless Devices - 129; Wireless Hours - 9; Website Visits - 1148; Website Pageviews - 2354.

2. Computers have been down off and on for over a week. Charter has tried to adjust. Aaron is waiting to see if it's fixed. It causes a lot of problems and extra work for staff when it's down and patrons are less likely to use the library since the public computers do not work.

3. Aaron reported on programs. Book Club to read The Breakdown Lane by Jaqueline Mitchard, a WI author.

4. Aaron reported that a meeting at WCTS was interesting. It discussed ways to choose books to weed in nonfiction. CCBC can prepare a weeding list for children's books. Aaron will begin weeding all sections of the collection at his discretion.

5. Little Lambs nursery school visit was successful. Aaron read a book and had a project for the kids to do.

6. There is a Pizza Ranch fundraiser Wed., May 20th. Aaron and Jean will go to help serve and bus tables. A portion of the night's proceeds will go to our library for SLP.

7. Aaron reported he will go to the elementary school for SLP Presentation on May 27th.
8. 4K & 4th graders will come to the library on the 27th & 28th.
9. Aaron will be offering Alice Choate the Lib Asst II position. Aaron will talk to Linda about background and drug tests.
10. Green Thumb/Experience Works wants to place Elsa Raymond-Moody at the library for 20 hrs/week. Aaron will need to do direct supervision for 4hrs/wk and all wages are paid by Experience Works. Discussion was held.
11. Aaron has set up Movie Nights to be held in the Community Room. 2pm Thursday on June 18th, July 16th and August 6th there will be Family Movies shown. At 6pm on those dates a Teen/Adult movie will also be shown.

Friends of the Library:

1. Book & Bake Sale is June 11-13 during Dairylicious Days. Setting up earlier than last time so they can do a better job of sorting. Also holding a plant sale at the same time.

Unfinished Business - None

New Business

1. Trustees completing terms tabled until June meeting.
2. Robotka made the motion to bill Waushara County for Act 420 payment. Christensen seconds. Vote held. **MC 5-0**
3. Christensen moved to go to closed session* to discuss Aaron's 6 month evaluation. **WI Statute §19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.* Kittleson seconds. **MC- 5-0**
4. Christensen moved to come out of closed session. Dethlefsen seconded. **MC-5-0**

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

Next meeting, June 8th, 2015. New Business: at 6:45pm

Minutes recorded by Pat Adkins.