

Minutes of the C.A. Friday Memorial Library Board of Trustees
Tuesday, May 26, 2015 6:00 p.m.

Trustees Attending: Jeff Peplau, Scottie Ard, Gordon Granroth, Vicki Gjovik, Keith Steudemann, Elizabeth Kilibarda

Trustees Absent: William Ruyle

Also attending: Kim Hennings, Library Director,

Call to order: Peplau called the meeting to order at 6:00p.m. Quorum was established and the meeting was properly noticed under the Wisconsin Open Meeting Law.

Approve Agenda: (Granroth/Steudemann) MOTION to approve the agenda; PASSED by voice.

Approve Minutes: (Ard/Granroth) MOTION to approve minutes from April 28; PASSED by voice.

Financial Report: (Steudemann/Granroth) MOTION to approve financial report; PASSED by voice. Mark Devereux may come next month. Kim will set up. Discussion of diversity of portfolio.

Approval of monthly expenditures: (Peplau/Ard) MOTION to approve the monthly bills; PASSED by voice.

Director's report:

Youth Services Picture Book Project – All of the picture books have been re-categorized and the children's area has been completely rearranged. There has been a lot of positive feedback. Georgia, Nora, Paula, Jennifer R. and Jennifer D. all worked on the project.

Continuing Education – Kim Hennings attended the Wisconsin Association of Public Libraries conference in Wisconsin Rapids May 7-8th.

Summer Reading

- Kailey Stevens, winner of our first Summer Reading Bookmark contest.
- Summer reading registration, as of 5/21 we have over 170 people registered. The summer reading program kicks off on June 8th. The carnival is on June 10th. New this year is Mayor's reading challenge.

Outreach – Lots of outreach the month of May. New was Women's Expo booth.

Community Commons/Library Update: Not much movement. Community Commons location may not work out. Kim and Mike Darrow visited Osceola. Hennings will send link to Osceola library plan. Much discussion about alternative library locations.

Hiring Update: Circulation assistant interviews occurred as well as summer reading intern.

Library Clerk job description: Discussion between clerk 1 and clerk 2 job descriptions. Both positions are responsible for shelving and inventory, but clerk 1 has more access to database

management and special projects. Clerk 2 positions are typically filled by students to work evenings. (Granroth/Ard) MOTION to approve Clerk 1 and Clerk 2 job descriptions; PASSED by voice.

Communications:

Community affairs: moving wall coming in September

Friends of the Library book sale preview is on Wednesday, July 3rd

Stuedemann would like to resign from the Library Board after 6 years of service. Hennings will notify Mayor and start looking for replacement.

Library will be getting another handicapped parking space

Adjourn: (Gjovik/Granroth) MOTION to adjourn; PASSED by voice. Meeting adjourned at 7:37 p.m.