

Minutes of the C.A. Friday Memorial Library Board of Trustees
Tuesday, January 23, 2018 4:00 p.m.

Trustees Attending: Granroth, Ard, Gjovik

Trustees Attending via Skype: Hall, Peplau

Trustees Absent: none

Also Attending: Jennifer Rickard, Jessi LaPean, Maureen LeVesque, Interim Library Director Team; Mike Darrow, City Administrator; Rae Ann Ailts, City Finance Director; Jim Zajkowski, City Council; Karen Rose, Library Strategies; John Thompson, IFLS; Tom Lindfors, New Richmond News; Patty Van Nevel, Library Board applicant; Jarell Kuney, Library Board Applicant

Call to order: Granroth called the meeting to order at 4:00 p.m. Quorum was established and the meeting was properly noticed under Wisconsin Open Meeting Law

Approve Agenda: (Ard/Granroth) Motion to approve the agenda; passed unanimously by voice.

Public Comment: (limit 5 Minutes per citizen) Letter of resignation from Trustee, Kilibarda; read aloud by Rickard

Approve Minutes from 12.19.17: (Ard/Granroth) Motion to approve minutes; passed unanimously by voice.

Presentation to Library Board: Karen Rose from Library Strategies presented the Feasibility Study Report based on the community interviews that were conducted November 27-December 7. They reached out to approximately 60 community members and conducted 25 face-to-face interviews and 1 phone interview. The feedback from the report provided direction as we continue moving forward with our building project

Update Library Director Hiring and Interview Process: Appointed Ard, Gjovik to review applications with City staff on 2.2.18. Assemble Interview Groups of Library Board and Council, Community and Stakeholders, as well as City/Library Staff for 2.16.18 interviews.

Approve Monthly Expenditures: (Ard/Gjovik) Motion to approve monthly expenditures; passed unanimously by voice.

Financial Report: Yearend financial report for Signator was presented along with KBS liquidation report and distribution check.

Directors Report:

MORE –

- Updated MORE online catalog webpage is set to launch February 5.
- An update was provided on the patron data breach. The investigation was completed and Innovative did not find any indication that the data breach involved any personal information.
- The system Lucky Day Policy was revised to allow for more local control of fine structures and loan rules.

Personnel –

- Todd Kittel has been hired as our Reference & Information Assistant.
- Continued staff training and cross training.

Grants & Funding –

- New Richmond Area Community Foundation grant for \$950.00 for Park Packs
- Kiwanis Club of New Richmond grant for \$238.00 for Snowy Day StoryWalk.
- ACT 150 funding is starting to come in.

Outreach –

- Jessi has been busy visiting the 4K centers.
- Nora has been busy visiting our local senior living facilities.
- Jessi & Nora will be attending the Centre's Winter Carnival.

Classes & Events –

- Noon Year's Eve party for kiddos and families was a great hit.
- Book clubs have been well received, but have had lower attendance due to seasonal residents and weather.
- Homeschool LEGO is going very well. We have brought in multiple homeschool families from surrounding communities.
- Tech Tutor was a success. Many people with new devices attended.
- Planning is underway for our Summer Reading Program – "Libraries Rock"

Library Card Applications: (Ard/Gjovik) Motion to approve local MORE Library Borrower Registration Forms for Adult & Youth as presented; passed unanimously by voice.

Library Board Member Update and Applicant Interviews: Applicants introduced themselves and gave brief background and expressed interest in the Library Board positions. Library Board recommends applicants to Mayor for vacant Library Board positions.

Set date for next meeting: February 27, 2018 at 4:30 pm

Communications: none

Adjourn: (Gjovik/Ard) moved to adjourn 5:50 p.m.; passed unanimously by voice.