

Hortonville Library Board Meeting Minutes 11/1/2016

Meeting called to order at 3:35 pm by President Julie Van den Heuvel. Members present: Anne Bohman, Mary Jo Lantz, Victoria Woodward, Katie Ringbauer, Pat Lund-Moe; Heidi Schmidt-excused

Minutes from October meeting were approved: Lantz moved, Bohman seconded.

2017 budget was tentatively approved by the Village board on 10/31. Rachel responded to questions by the members with facts and statistics. The next hearing will be on November 9th at 6:00 pm at the Opera House. \$1000 in the health insurance waiver section will be reallocated to the building maintenance section in order to install LED lightbulbs, as staff will not be using the waiver funds. Rachel reported there is \$1000 in the Village's capital budget that could be used for computer needs. Difference in salary between retired director's salary and new director's can be allocated to books and programming. Movie licensing fees have lapsed and are due. FOHL will discuss the funding at the next meeting. Increase in "dues/travel/seminars" category is increased in order to allow other staff to attend conferences and to cover educational requirements. Rachel proposed the option of the excess \$6500 in salary to also be allocated to a staff member's job as "head of children's programming" to be paid \$15/hour. Another option could be to distribute it among those who do any programming.

A new schedule has also been proposed by the staff which would add 6 hours per week during the summer, and 3 hours per week the rest of the year. The proposed schedule would be 10-8 Monday-Thursday, 10-6 Friday, and 10-3 on Saturdays. Ideally, there would be two staff present at all times.

Bills and vouchers were approved at \$847. Bohman moved, Lantz seconded. Bohman and Woodward signed.

Director's Report: Sally, Ria and Carolyn retired. Peg Zagzebski is on board and doing well. Rachel's background check will be on file in administration office. Keri Rose is being hired, background check completed per Office Dasko verbal report. Planned programs were reviewed. Also discussed possibility of different book clubs, to coordinate with HHS, HMS and adults. Further expansion after the first of the year.

Donations were reported for large print and other areas. Wishing well remains for patrons to offer ideas/wishes for materials, etc.

Marketing/Displays: Fox Cities Magazine account pending, website revamp to be done after OWLS training on Wednesday. Holds stacks have been converted to display stacks, holds are behind circulation desk.

No policy changes at this time.

FOHL report led to discussion on possible used book sale. Mary Jo offered St P&P parsonage for storage of books. Next FOHL meeting is 11/17 at 3:30.

Future agenda items should include: hours change and background check process.

Lantz moved and Bohman seconded to adjourn meeting at 4:49p.m.

Moved to re-convene at 4:52 by Lund-Moe, seconded by Lantz. Decided to go ahead with new hours effective 1/1/2017, will be publicized in the next couple of months and in the Village Voice.

Moved to adjourn at 4:53 by Lund-Moe, seconded by Lantz.