

Village of Hortonville Library Board

Meeting Minutes 01-05-21 via Zoom

Meeting was called to order at by at 4:03 p.m. by Jenna Foth, President.

Members in attendance: Lex Jandourek, Veronica Woodward, Michael Wirkus, Kay Forton, Jenna Foth, Todd Timm, Pat Lund-Moe

Members absent/excused: none

Others present: Allie Krause, Library Director; Nathan Treadwell, Village Administrator

Minutes from the December 1, 2020 board meeting were approved: Veronica moved, Michael seconded, motion passed.

Agenda Changes: none

Public Comment: none

Director's Report:

- a. Personnel: Position offered and has been accepted for the part-time position. Starting date has not been determined.
- b. Curbside services: 2011 curbside pick-ups last year. DPI launching a media campaign to let people know how libraries are still relevant. Marketing grant being applied for.
- c. Capital Improvement Project: Week of January 25th shipment to installation team, closing will be necessary for up to a week. 64% of shelves have been claimed by: Shiocton Public Library, HHS Music Dept., Alexandria Games, LLC, in Ripon; and Administration office.
- d. Statistics: Our circulation at 52% of last year. Fremont library is at 90%. Allie plans to follow up with their director to get new ideas for increasing circs.
- e. Budget & Revenue: New dolly is being purchased; Revenue report is positive as the fines, copies and faxes are down, so sale of shelves is bringing significant revenue in. First installation of outside shelves will be from the 2020 budget.

Payment of bills/vouchers: Motion by Lex, seconded by Veronica to approve payment in the amount of \$1597.93. Voice vote: Lex, aye; Michael, aye; Jenna, aye; Todd, aye; Kay, aye; Veronica, aye; Pat, aye; Motion passed.

Friends of the Library Update: Lex and Pat sent out membership letters before the end of the year. Since the mailing, we have received \$785 in membership and donations. Need to make plans for potential book sale. A meeting will be scheduled, either virtually or in-person for January or February. Allie requested an updated financial report at the next meeting so we can plan accordingly for fundraising, etc.

Future Meeting Dates: February 2, 2021 – 4:00 pm via Zoom

Items to add for future agendas:

- a. Capital Assets Acquisition & Dispersal Policy
- b. Library Strategic Plan

c. Wisconsin State Library Standards

Motion to adjourn: Michael moved, Kay seconded to adjourn at 4:35 pm.

Submitted by Pat Lund-Moe, Secretary