

APPROVED-Village of Hortonville Library Board

Meeting Minutes 06-01-2021

Meeting was called to order at by at 4:01 p.m. by Jenna Foth, President.

Members in attendance: Veronica Woodward, Jenna Foth, Lex Jandourek, Angela Schiedermayer, Michael Wirkus, Pat Lund-Moe

Members absent/excused: Todd Tlmm

Others present: Allie Krause, Library Director; Jeanne Bellile, Village President;

Minutes from the May 4, 2021 meeting: Veronica moved, Mike seconded to approve minutes, motion passed

Agenda Changes: none

Public Comment: none

Director's Report:

- a. Personnel: Employee resigned effective Friday, May 28th. Another employee took additional 6 hrs., resulting in a vacant 20 hour position. Vacant position has been posted. Exiting employee completed an exit interview form to be retained in the Administrator's office. Completed form was shared with board members present. This format is being proposed as a regular opportunity for employees as they leave Village employment.
- b. Curbside services: Dwindled, but people using it seeing as a convenience. Monitor for summer to determine continuation as it does facilitate ADA compliance/convenience.
- c. Programming: Summer programming registration starts June 7th, runs June 14-August 13th. Calendars included in packet. Weekly readings by HASD teachers to be held in Community Room, followed by assistance in locating books appropriate for age level and reading abilities. Fandom Fridays and Wednesday night book club continuing. Pop-up programming will occur, including movie treats. Challenge sheets available for all age groups. Will be creating an HPL tik-tok account to reach more teens. Tree built by Miron Construction for 1000 Books Before Kindergarten, with leaves to be added for kids' recognition. Take and make crafts continue and are well received.
- d. Statistics: May not available yet. 32 computer sessions at 32 minutes per session. Wireless: 200+ unique devices in May.
- e. Budget & Revenue: 310 Line at 92% due to shelving. FOHL had discussed funding some of the shelving, so Allie will bring that to the next FOHL meeting. Both conference tables have sold for \$50 each, and only one spinner remains unsold.

Annual Library Board of Trustees Meeting:

- a. Review Bylaws
Recommend that we include the Finance and Personnel committees as permanent committees under Article III, Section 7. Suggested wording: The President shall appoint committees....differentiating between ad-hoc and permanent Personnel/Finance committee.

Allie will finalize wording and bring it to the next board meeting.

- b. Discuss Meeting Date: Move to 4th Tuesday of the month at 4:00 pm.
- c. *Library Board of Trustees Officer Elections*: Veronica nominated Mike Wirkus for President, Jenna seconded. Unanimously elected.

Veronica nominated herself for Vice President, Jenna seconded. Unanimously approved.

Jenna nominated herself for Secretary, Mike seconded. Unanimously approved.

- d. *Library Board Committee Assignments*: Personnel/Finance Committee will be Veronica, Jenna, and Pat, with Mike as an alternate.

Payment of bill/vouchers: Angie moved, Mike seconded to approve the payment of bills/vouchers in the amount of \$2918.19 Voice vote: Angie, aye; Veronica, aye; Jenna, aye; Mike, aye; Pat, aye; Lex, aye.

Friends of the Library update: Book Sale continues in the hall. Only aware of one Summer Recreation scholarship donation of \$50. Mike has e-mailed the Rec Directors about including literacy activities, but has not heard back. Pat indicated a FOHL meeting will be scheduled.

Future Meeting Dates: Tuesday June 29th at 4pm.

Items to add for future agendas:

- a. Library Strategic Plan-
- b. Wisconsin State Library Standards

Motion to adjourn: Mike moved, Veronica seconded to adjourn. Motion passed. Meeting adjourned at 4:52 pm.

Submitted by Pat Lund-Moe, Secretary