

Village of Hortonville Library Board

Meeting Minutes 06/29/2021

Meeting was called to order at 4:00 pm by President, Michael Wirkus.

Members present:, Michael Wirkus, Todd Timm, Veronica Woodward, and Pat Lund-Moe (via phone).

Members absent: Jenna Foth, Lex Jandourek, and Angela Schiedermayer

Also in attendance: Allie Krause and Jeanne Bellile

Minutes from the 6/1/2021 meeting were reviewed and approved. Motion to approve minutes by Todd; Second by Pat. Roll call vote: Todd-aye, Veronica-aye, Mike-aye, Pat-aye. Motion carried.

Agenda changes – None

Public comment – None

Allie gave her Director's report – See report for details.

- There are currently 3 active candidates for the open position.
- Curbside service is not used much anymore, but may continue offering this service as an ADA accommodation.
- 114 new library cards have been issued since June 7th when the summer program started.
- As of today, there are 544 registered for the summer reading program (381 kids, 30 teens, and 133 adults).
- 85 people attended storytime today.
- Staff have created and distributed 1,818 craft kits (527 in June). Donations from local businesses have been incorporated into this passive program.
- On the budget spreadsheet, Allie pointed out that the Library Supplies and Equipment in the 310 line is over budget because of the cost of the shelves. At the last Friends meeting it was discussed that Friends is able to contribute \$5,000 for the shelving closer to the end of the year. It was also discussed that other areas are under budget, such as salaries, books, and professional expenses, so Allie shouldn't be afraid to keep spending in these areas.

Library Board of Trustees Bylaws Revision – Updates to Article III, Section 7 and Article V, Section 4 as highlighted. All trustees will be asked to sign the updated bylaws. Motion to approve the bylaw revisions by Todd, 2nd by Veronica. Roll call vote: Todd-aye, Veronica-aye, Mike-aye, Pat-aye. Motion carried.

Payment of Bills/Vouchers – Motion to pay bills in the total of \$1,453.16 by Veronica; Seconded by Todd. Roll call vote: Todd-aye, Veronica-aye, Mike-aye, Pat-aye. Motion carried.

Friends of the Library update

- Volunteers are needed to run games at the Hortonville Homecoming on July 17th and July 18th from 10-3 or 10-4 each day in 2 hour shifts. Allie will contact people

who have applied to volunteer in the library. If more volunteers are needed, Todd suggested that Tara VanCaster be contacted (920-779-7900 ext 15130) for high school volunteers.

- The Friends approved spending up to \$500 for summer programming supplies. Allie can contact Jenna for reimbursement.
- Michael offered to work with the summer rec department to incorporate literacy activities in the summer rec program. He has not heard back from them yet.
- The Friends Scholarship program for the summer rec program brought in several donations, however, no applicants have attended yet. The money can be used to offset costs for field trips and future registration costs. Now that the fund is established, it can be advertised better in the future.
- The next meeting will be in July.

Future meeting dates – Next meeting is Tuesday, July 27, 2021 at 4:00.

Future Agenda Items:

- Strategic plan
- Wisconsin state library standards
- OWLs automation agreement

Meeting Adjourned – Motion to adjourn at 4:34 pm by Todd; Seconded by Veronica. Motion carried.

Submitted by: Veronica Woodward