

Village of Hortonville Library Board

Meeting Minutes March 6, 2018

Meeting was called to order at 3:30 pm by Pat Lund-Moe.

Members Present: Mary Jo Lantz, Katie Ringbauer, Todd Timm, Veronica Woodward, Anne Bohman, Pat Lund-Moe and Allie Krause Hortonville Library Director.

Excused: Julie Vanden Heuvel

Motion to approve minutes from February 19, 2018 meeting with director correction. 1st V. Woodward 2nd A. Bohman. Motion carried unanimously. T. Timm and M. Lantz abstained.

Public Comment- None

Directors Report: Allie noted that the staff are looking for ways to create more space simply by shifting existing collections and/or incorporating collections into larger collection areas. Summer Library programming coming along with official dates of June 11, 2018- August 18, 2018. OWLS Grants for Randy Peterson June 15, 2018@10:45 AM and Mr. J's Science Day July 28, 2018@11:00 AM following with the End of Summer Party August 18, 2018@10:00 AM. Allie noted that they are looking to do 1 large program a month and smaller throughout. They are seeking volunteers for the End Of Summer Party. Marketing materials were handed out for a few spring crafts.

Director Hire Announcement: V. Woodward's daughter will interview the new director and it will be published in the Village Voice. Meet and greet with a cake (Donated by Friends Of The Library), April 12, 2018 from 2-6 PM. P. Lund-Moe will check on due date to get published in Village Voice. M. Lantz will call and order the cake.

Greenville YMCA Library Drop Box: Funds were donated in the amount of \$300.00 from The Greenville Civics Club to build a drop box. Bradley Schipps OWLS suggested that we do not move forward with this due to liability, possible damaged items and transport. Motion to return the \$300.00 to The Greenville Civic Club for the YMCA drop box. 1st K. Ringbauer 2nd T. Timm. Motion carried unanimously with a roll call vote.

Motion to approve Payment of Bills and Vouchers in the amount of \$568.60. 1st K. Ringbauer 2nd P. Lund-Moe. Motion carried unanimously with a roll call vote.

Friends of the Library Update: It was noted they switched the meeting times in hopes of getting more people to join. Announcement of New Treasurer. P. Lund-Moe noted the Book Sale May 12, 2018 to include a brat and bake sale. This is also the day of the Village Wide Rummage Sales. Friends of the Library is looking for storage for games and M. Lantz will follow up with the Church office to see if they can help.

Urban Forestry Update: They are looking for a representative from the Library and Allie Krause stated she will be the representative.

Future Meeting Dates: April 10, 2018 @ 3:30 PM

Items to add to future Agendas:

- A: Former Director Review- Noted that T. Timm will make a draft only for file and present in April meeting.
- B: Closure Policy- Allie will look into past and present policies and come up with a draft to include meeting room policy.
- C: Review Timelines
- D: Personnel and employee records file policy
- E: Staff increases previously deferred.

Motion to Adjourn at 4:41 PM 1st T. Timm 2nd M. Lantz Motion carried unanimously.