

Village of Hortonville Library Board

Meeting Minutes 10-01-2019

Meeting was called to order at 4:06 pm by Vice-President, Veronica Woodward.

Members in attendance: Veronica Woodward, Kay Forton, Pat Lund-Moe, Todd Timm (arrived at 4:10), Michael Wirkus, Lex Jandourek

Members absent: Jenna Foth, Lex Jandourek

Others present: Allie Krause, Library Director; David De Troye, Village Administrator

Minutes from the September 10, 2019 meeting were approved: moved Mike, seconded Kay. Motion carried.

Agenda Changes- none

Public Comment- none

Director's report – see report for details

- a. Statistics – 21 new library patrons
- b. Programming- College financial aid info session on 9/21, nobody attended but gliches with presenter due to delays in marketing info and other issues
 - UW Extension Food Preservation 9/24- one attended
 - Taking Care of You, finishing with 5-6 participants
 - Melted Crayon teen program 10/4 at 4pm
 - Chad Lewis 10/9 at 6pm (FOHL providing refreshments)
 - Halloween Costume/Dance Party 10/31 (FOHL providing trail mix, cookies to frost, etc.)
 - Frankentoy teen program 11/8 at 4pm (toy bucket going out next week to collect)
 - Coffee, coloring, and crosswords adult program 2nd Monday of each month 10:30-12
- c. AAC Meeting Update: Winnefox possible ILS merger with OWLS has been tabled
 - OWLSnet Databases
 - MyPC Time Management computers updated, Hortonville is seen as a pilot location
 - Printing process will be changed
- d. Personnel- trying to get by with a 10 hour position. Allie has been working desk more than she can and still get her director work done. Position will be posted tomorrow.
- e. YTD Budget & Intake still looking good at this point, 72% of budget spent, so on target. Total revenue for September was: \$430.81

HASD Population Study Report: Overall, HASD is growing. 45-50 new student/year projected each year, but 160 this year. Population growth will increase in all areas of the district. Almost all buildings can be added on. Looking at community study group to look at facilities needs and debt fall off, referendum needs, etc. Increase in number of medically fragile students, as well as more students living

in poverty, mental health needs, trauma survivors, etc. 4K is highest ever. Survey distributed to ask community if the school district name reflects the population.

2020 Library Closed Dates: Calendar distributed as well as list of libraries closed/open Saturdays in the summer. Allie prepared charts/graphs to show Saturday usage, indicating strong peaks, but fairly consistent patronage. If closed, it would save around \$1600 in payroll. David DeTroye compared the library to the parks. He indicated it is his opinion that \$1,600 is a drop in the bucket in terms of overall budget and if it comes down to \$1,600 or service to the community, it's the service that matters. It was determined we should stay open on Saturdays for all reasons determined, as well as concern for OWLS funding. Todd moved, Mike seconded to approve the 2020 closed dates and that Allie should determine the best closing date for a professional learning day.

Trustee Essentials

#23: Challenges to materials and policies. Library needs to have patron complaint form and challenge to materials, weeding policies, etc.

#24: Discusses involvement Friends of the Library organizations.

Payment of Bills and Vouchers: Payment of \$1447.11 in vouchers approval moved by Mike, seconded by Kay. Voice vote: Kay, aye; Veronica, aye; Todd, aye; Pat, aye; Mike, aye

Friends of the Library Update: Programs on October 9th and Halloween. Looking for volunteers to bake, set up, monitor, and clean-up. Next meeting will be second Wednesday in November.

Next Meeting: November 5, 2019, 4:00 pm

Future Agenda Items:

- a. Trustee Essentials- November
 - i. Essentials #25, 26, 27
- b. 2020 Budget Review & Approval-November (Finance committee meeting Oct. 21st)
- c. Employee wage review in December

Motion to Adjourn: Todd moved, Mike seconded to adjourn at 5:35pm. Motion carried.

Submitted by: Pat Lund-Moe, Secretary