

Library Board Meeting Minutes
December 12, 2011

MEMBERS PRESENT

Dave Braun, Elizabeth Ellson, Rebecca Littlefield, Pat Mohs, Jane Ryan, Debbie Spitzer, City Administrator Nick Koverman and Librarian Sharon Grossardt

MEMBERS ABSENT

Jill Mueller, Phyllis Ruzek

President Debbie Spitzer called the meeting to order at 6:30 pm.

BOARD MINUTES

The Board approved the minutes of the November 7, 2011 meeting on a motion by Pat Mohs, seconded by Becky Littlefield. Motion declared carried.

REPORTS FROM SELCO / SELCO LIBRARY FOUNDATION / FRIENDS OF THE LIBRARY

Sharon Grossardt will attend a SELCO Advisory Committee meeting tomorrow. The plan to add SELCO member libraries to OCLC (a cataloging consortium) will be a major topic of discussion.

Jill Mueller sent word that at the SELCO Library Foundation Board's November meeting four member libraries expressed interest in investing in the money market account as presented at their August meeting. She asked for an idea of how much our library board would be willing to commit. Board consensus was probably \$5000, and no more than \$7000.

Friends' treasurer Linda Mueller sent a report on their October book and bake sale. They made \$473.20 on books and \$184.75 on baked goods, for a total of \$657.95. This is about \$10 more than the 2010 sale, but more books were sold this year. They have accepted the \$875 quote from Bill Koetter for additional large print and children's area shelving, and they will purchase an additional audio-visual shelving unit for about \$200.

FINANCIAL & CIRCULATION REPORTS

The Petty Cash and Circulation reports for November were approved on a motion by Jane Ryan, seconded by Dave Braun. Motion declared carried.

BUILDING UPDATE

Sharon Grossardt said that Janis Martin has been in several times to do additional work on the mural.

Nick Koverman reported that the motion sensor lights have been installed, and they provide enough illumination for the camera to record activity.

Librarian Grossardt said the library's Wi-Fi was down for several weeks, requiring a new router, a technician visit, and assistance from SELCO. Everything is working properly now.

BOARD VACANCIES

Administrator Koverman said one person has expressed interest in serving, but no one has formally applied. Our two positions have been advertised in the newspaper, but he will see that they also are listed on the city's Facebook page and cable.

FUNDRAISER

Discussion was held regarding "A Night at the Library, 2012," scheduled for Saturday, April 14th. Since no one has offered to coordinate, it will be handled by the Board as a whole. Jane Ryan has the templates for everything needed. She is also willing to create posters, tickets, and programs. Sharon Grossardt has spoken to a representative from the Civil War Roundtable, and they (through the Winona County Historical Society) are willing to send someone. Deb Spitzer will contact musicians to see if they would be willing to fill the other spot. If not, Becky Littlefield will contact an author from Zumbrota. Board members will provide the food again.

Ideas for future years were discussed, including "A Murder at the Library" for 2013. Librarian Grossardt pointed out that the library will turn 100 in 2013.

2012 BUDGET REDUCTION OPTIONS

Administrator Koverman presented a list of departmental budget reduction options discussed by Council for a projected 39% tax rate. Among them is a reduction of library hours by not opening until 1:00 p.m. on Wednesdays. Currently the library opens at 10:00 a.m. Sharon Grossardt said library staff had discussed possible changes in hours of operations and suggested closing Saturdays during the summer months, as those are generally slow days. Another option would be closing at 7:00 p.m. rather than 8:00 p.m. on Tuesday and Thursday evenings.

According to State statute it is the Library Board's responsibility to determine how the library budget is spent. Library Board consensus was that it is important to be open Wednesday mornings but Saturday summer hours could be sacrificed.

PROGRAMMING UPDATE

Sharon Grossardt reported that the EASEL (Experience Art in Southeastern Libraries) art exhibit was very well received, and many patrons commented on it. "Hot Reads for Cold Nights," the winter reading program for adults and teens, will begin December 23rd and run through mid-March.

Pat Mohs suggested that the library could host seasonal exhibits by local artists. Librarian Grossardt will get information on the display system used for EASEL, which could perhaps be purchased using money from the fundraiser. We will discuss it further next month.

Becky Littlefield mentioned the possibility of getting SELCO's Techie Toolbox for the Wii for a program.

OTHER

Deb Spitzer thanked Jane Ryan for her service on the library board and with the fundraisers.

Nick Koverman said the board appreciation dinner is being planned for Friday, January 6th at the golf course.

The next Board meeting will be January 9th.

ADJOURNMENT

The meeting adjourned at 7:30 p.m. on a motion by Pat Mohs, seconded by Becky Littlefield.
Motion declared carried.