

Library Board Meeting Minutes
March 12, 2012

MEMBERS PRESENT

David Braun, Elizabeth Ellson, Rebecca Littlefield, Patricia Mohs, Phyllis Ruzek, Debbie Spitzer, City Administrator Nick Koverman and Librarian Sharon Grossardt

MEMBERS ABSENT

Jill Mueller

President Debbie Spitzer called the meeting to order at 6:32 pm.

BOARD MINUTES

The Board approved the minutes of the February 27, 2012 meeting on a motion by Dave Braun, seconded by Liz Ellson. Motion declared carried.

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

Sharon Grossardt said that SELCO has not met since our last Board meeting and will not meet this month.

Debbie Spitzer said the SELCO Library Foundation transacted its business via email. Sharon Grossardt got signatures from the President/Foundation representative on the form to withdraw the funds for the annual computer lease.

Liz Ellson said that the Friends are distributing 100 books to children at early childhood screening, and they are being happily received. The lanyards that they ordered for the first grade visits in May have arrived.

FINANCIAL & CIRCULATION REPORTS

The Petty Cash and Circulation reports for February were approved on a motion by Phyllis Ruzek, seconded by Pat Mohs. Motion declared carried.

LIBRARY GOALS FOR 2012

Becky Littlefield made the motion, seconded by Liz Ellson, that the following goals be adopted:

Short-Range Goals:

- Fill the openings on the Library Board
- Provide ongoing publicity through regular newspaper articles
- Get a more interactive Web presence, with at least an updateable Library web page
- Complete the mural in the children's area
- Acquire additional furnishings and equipment
- Continue to develop collections in new formats, e.g. DVDs
- Develop additional fundraising ideas, especially for Gladiolus Days
- Partner with local organizations to promote the Library

- Promote volunteerism
- Make use of Legacy funding opportunities
- Continue the annual Board-sponsored fundraiser
- Continue to support the OverDrive service

Mid-Range Goals

- Beef up the Library's offerings, e.g. author nights
- Partner with Community Education and other groups through use of the meeting room
- Replace aging equipment (copier, printer, computers)
- Increase materials budget

Longer-Range Goals:

- Design, order, and place a formal donor recognition plaque
- Landscaping
- Provide subscription reference database(s), e.g. a genealogical research database
- Keep up with new technology, and make it available to the public
- Building improvements (HVAC, etc.)

Motion declared carried.

FUNDRAISER UPDATE, TO-DO LIST

Discussion was held regarding the April 14th fundraiser. Ticket prices will be \$20 in advance, \$25 at the door.

Our Civil War speaker has had to cancel due to a family event, and we are trying to find a substitute. The Bandanas will be performing, and prefer the 7:00 time slot.

The letter to local businesses will be going out at the end of this week. Ideas for silent auction items and other donations were solicited. The Board will be providing food items, and those contributions were discussed.

ART DISPLAY SYSTEM

Sharon Grossardt shared information from SELCO about which Walker Display products they used for the EASEL exhibit. Based on their order, we should be able to purchase what we need for less than \$2000. SELCO also purchased some tabletop easels from another vendor. We will order at the May Board meeting.

ANNUAL REPORT

Due to illness, Librarian Grossardt was unable to complete the 2011 state report for Board approval at this meeting. It will be finished later this week, scanned, and sent out for Board approval via email in order to meet the April 1st deadline.

OTHER

Board members viewed the mural and commented on its progress. If it is completed, Janis Martin could be recognized for her work at the fundraiser.

Administrator Koverman said two people have picked up Board applications.

Becky Littlefield inquired about when we might want to have author Douglas Hulick here. Board consensus was that Gladiolus Days would be a good time.

Sharon Grossardt will contact Ann Brownell and let her know that the Board will look at working on the Library's historical timeline after the fundraiser. Perhaps we can add to it at each Board meeting.

The next Board meeting will be April 9th.

ADJOURNMENT

The meeting adjourned at 7:18 p.m. on a motion by Pat Mohs, seconded by Becky Littlefield. Motion declared carried.