

Adams County Library Board Meeting
August 28, 2017

Present: Mary Nelson, Pat Townsend, Marge Edwards, Erin Foley, Casey Bradley and Kyle

Excused/Absent: Dana Peterson, Bob Theim and Tyler Grosssheusch.

Was the meeting properly announced?: Yes

Approval of Agenda: Townsend/Nelson approved.

Public Input: Nothing

Minutes: Townsend/Nelson approved

Bills: Reviewed and approved by Nelson, Townsend and Edwards.

Financial Report: Nelson/Townsend approved.

Communications and Reports: Mary reported that 65 pounds of food were collected as of the end of July the collection bin in the library.

Circulation Committee: Townsend reported the committee's recommendation to post information on the laundromat bulletin boards. Free books from the donation(s) can be placed there also.

When asked about conducting a survey, the results from the most recent survey were not beneficial as most replies were from library users. Erin added that she feels the libraries physical location is a downside – too far from schools, inadequate directional signing.

South Central Library System Report: Mary reported that at the July 27th meeting was presentation on Trustee Essentials #26 and discussion on the Cornerstone Event. This SCLS Foundation fund raiser is November 2nd in McFarland. The August 24th meeting had a presentation on Present, Past and Future of PLSR by John DeBacher, DPI division for libraries and technology. The 2018 budget review was held, with the Budget & Finance Committees reporting out, recommending adoption of the budget at the September meeting.

Director's report:

Circulation report: Erin reported circulation is down 10% overall, as usual. DVD is down 12% and Linkcat is down 4%. It should be noted that eBooks are not included in circulation statistics.

Budget: Remain on budget for the year.

Quick Notes: Erin pointed out that it was Diane's suggestion to man a booth at the high school registration days – a success.

The people counter was showing 200 per day until it developed a 'glitch' which will be remedied soon.

A recap of the Summer Reading Program was shared – very successful program, thank you to the staff.

Items for discussion and possible action:

2018 Budget review for approval: It was explained that the budget will now go to the Administrator/Coordinator for presentation to Admin/Finance Committee. Casey explained that he is closely reviewing any requests for staff increases or reclassifications. Casey and Kyle explained that the Library revenue will be under revenue line item #250, not general revenue to take care of any carry overs from year to year. The committee approved the budget as presented.

Book Sale Report: The annual book sale earned \$826.75

Masons Short Story Contest Report: The results were in the paper and will be on the website.

Respectfully submitted,

Marge Edwards,
Vice-Chair

A handwritten signature in cursive script that reads "Marge Edwards". The signature is written in black ink and is positioned to the right of the typed name and title.