

Adams County Library Board Minutes
November 19, 2018

(These minutes have not yet been approved by the Library Board of Trustees.)

The meeting was called to order at 2:02 p.m. by Mary Nelson, Board President. Members present: Nelson, Edwards, Peterson, Townsend, Waugh, David and Foley. Kyle Patterson was also in attendance. Theim was excused.

The meeting was properly announced.

Motion to approve the agenda by Edwards/Townsend. Motion carried.

Citizen input is welcome, but no member of the public was in attendance.

Waugh/David made a motion to approve the October meeting minutes. Motion carried.

Bills were circulated for review and initials.

Motion to approve financial report by Townsend/Edwards. Motion carried.

Reviewed Treasurer's Reports from last two months.

Communications and Reports

Donations:

A donation of 89 pounds of items from the library collection was given to the Food Pantry.

SCLS:

Nelson reported on the October 25, 2018 meeting of the SCLS Board of Trustees:

- Report on use of additional System Aid money
 - Tamara Ramski-Digitization
 - Mark Ibach-Workforce Development
- Facilities Needs Assessment
 - Initiated investigation
 - Lease renewal and use of reserve funds to achieve significant savings by ownership of a property for all departments to share

Director's Report:

- ACL circulation count is up 2.6% from last year, holds are up 5%.
- The library budget spending is on track.
- Staffing:
 - Hired and are training new student as Library Aide. He is available in a.m.
 - Two regular employees are currently out for health issues.
 - Will recruit for on call employees
- Building:
 - 2019 County Budget includes projects for new roof, HVAC replacement and new security system (cameras, door access)
- Friends of the Library
 - Met Nov. 13
 - Planning Chocolate Affair for February 2, 2019
 - Authorized \$500 to Erin for collection purchases
 - Paying for Amazon Prime membership for the year
- SCLS changes for 2019

- Bibliovation is the new version of LinkCat-likely not available until Sept.
- Flipster is a digital database. ACL considering not renewing.
- Transparent Language Online cost is still being negotiated. Includes over 100 languages, as well as courses to teach English as a second language
- TEACH Grant
 - ACL is eligible for monies from the state due to socio-economic status of county. SCLS applied on behalf of area libraries. ACL will receive several pieces of technology equipment.
- MailChimp e-newsletters are being test-run by Erin as a way to communicate with patrons.
- Printer problems have been occurring recently.

Discussion and Action Items

2019 Budget Update:

No changes to proposal for Library.

Continue review of Library Director Evaluation and Goals Forms:

Edwards/Townsend made a motion to approve the final submission with wording changes for clarification. Motion carried.

Fines/No Fines for Overdue Books:

Board discussed the options and how other libraries handle fines. Continue to review at a later date.

Convene in Closed Session:

All trustees approved convening in closed session per Sec. 19.85(1)(c) Wis. Stats per voice roll call regarding personnel update. Unanimous approval.

Reconvene in Open Session:

All trustees approved reconvening in open session per Sec. 19.85(2) Wis. Stats per voice roll call. Unanimous approval.

Upcoming Trustee Term Expirations:

- Pat Townsend-January 2019
- Theresa David-January 2019

Agenda items for future meetings

- Trustee nominations
- Staff updates

Next meeting will be December 17, 2018 at 2:00 p.m.

Motion to adjourn by David/Edwards. Motion carried.

Respectfully Submitted,

Danna Peterson