

## Adams County Library Board Minutes

November 18, 2019

Meeting was called to order by acting Board Chair Marge Edwards at 2:00 PM. Members present: Edwards, Townsend, Theim and Waugh (acting secretary). Excused: Nelson and David. Also present: Library Director Erin Foley, and Kyle Patterson. Peterson present at 2:10 PM.

Meeting was properly announced.

Motion to approve agenda by Townsend/Theim. Motion carried.

There was no public input, but it is always welcomed.

Motion to approve October 21, 2019 minutes by Waugh/Townsend. Motion approved.

Bills were circulated for review and initialed.

Motion to approve Financial Report by Townsend/Waugh. Motion approved.

Theim gave verbal Treasurers' Report, plus handout. Motion to approve by Waugh/Townsend. Motion carried.

### **Communications and Reports:**

**SCLS:** Foley gave a brief South Central Library System report as Nelson was absent.

### **Director's Report/Quick Notes:**

Total circulation down from last year of 9,213 to 7,800 this year in month of October. Holds slightly down from 2018 for October. In-service on November 11, 2019, Veterans Day, was held in Community Center included safety training, recognition, introductions of veterans working for county, outside speaker and taco bar. Awards to Stephanie-15 years, Diane and Sue-10 years. Friends of Library held a meeting Nov. 12<sup>th</sup>, working on Chocolate Affair. Erin attended many meetings. Kerrie Goeden from SCLS (human resources) was here for a visit. Renee and Erin met Mark Jochem (SCLS person creating job-search resources) at Rome library to give ideas that might be helpful for Adams County. Met with Mike Reuteman of BMO Harris who may give a presentation on avoiding financial fraud. ALA presented petition with 160,000 signatures to Mcmillan requesting that the publisher not limit sales of e-books to libraries. (Handout included).

### **Discussion and action items:**

Trustee term renewals: Motion by Townsend/Waugh to re-appoint Peterson and Edwards as trustees to Library Board. Motion approved.

Trustee term renewal for SCLS Board: Motion by Edwards/Townsend to re-appoint Nelson to SCLS Board. Motion approved.

2020 Budget: County Budget was approved this November for 2020. 2% wage increase and job description and increase was approved for position Judy now holds.

November 21<sup>st</sup>, Bill and Pete will help to attach WIFI devices, should be ready that afternoon.

Catalog migration is a go. December 7<sup>th</sup> and 9<sup>th</sup> the library will be closed to the public for the update.

Kerri Goeden (SCLS) is working with Dane County for us regarding a bookmobile. Hope to have informational posters ready for Chocolate Affair.

Patterson leaves meeting at 2:34 pm.

**The Board of Trustees will convene in closed session per Sec. 19.85(1)(c) Wis. Stats.**

Motion to convene by Waugh/Townsend at 2:35 PM. Motion approved by roll call vote; Edwards, Townsend, Peterson, Theim and Waugh.

**The Board of Trustees will reconvene in open session per Sec. 19.85(2) Wis. Stats.**

Motion to reconvene by Edwards/Theim at 2:50 PM. Motion approved by roll call vote; Edwards, Townsend, Peterson, Theim and Waugh.

**Agenda items for future meetings:**

Community Outreach and Bookmobile and Catalog Migration report.

Next meeting date is December 16<sup>th</sup> at 2:00 PM.

Motion to adjourn at 2:50 PM by Edwards/Townsend. Motion approved.

Respectfully submitted,

Barb Waugh, acting secretary