

## **Adams County Library Board Minutes**

**Monday August 16, 2021**

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

The meeting was called to order at 2:00pm by Mary Nelson, President. Members present: David, Nelson, Peterson (online), Theim, Townsend and Waugh. Edwards was excused. Erin Foley, Library Director and Marylu Silka were in attendance. Kyle Patterson (online) and Cynthia Haggard (online) were also in attendance.

The meeting was properly announced.

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

No member of the public was present, but public input is always welcome.

Motion to approve the minutes by Theim/Townsend. Motion carried.

Bills were circulated for review and initials.

Motion to approve the financial report by Theim/Waugh. Motion carried.

Treasurer's Report given by Theim. Balance forward 99,015.93, interest 54.45, Admin fee -114.42, realized gains or losses 862.02, total balance forward 99,817.98

### **Communications and Reports**

SCLS Board Mtg. 7/22/21

1. Presentation-New Building Update
2. Presentation-Technology and ILS services, who we are and what we do

### **Director's Report**

Circulation is down 19%. "Making strides coming up from deficit" Down .4% on holds.

Budget is 58% of the year and ACL is at 54% of budget.

Quick Notes:

Summer Reading Program-SRP is over for the summer. ACL Board would like Stephanie to come in and talk about the Reading program.

Estate of Suzanne C. Giessel-Estate inventory is due Sept. 17 and "the majority of the estate will be able to pass to beneficiaries"

Remodeling updates-Teen room is looking good. Planning two different events to celebrate with Library patrons, and an afterschool program on an early release day.

Friends of the Library-The Library's Amazon Smile account is now linked to the Friends of the Library's account. The Friends will receive a percent of what the Library spends on Amazon.

Oxford Library-The county funds for the Oxford Public Library are still under discussion.

Hiring new student aide-We will be advertising in September for a student aide.

Annual Computer Upgrade-SCLS now supports WiFi equipped public computers that don't need to be connected to a data port. With 4 new PCs on the schedule, we can use Wi-Fi to put public computers in new places such as the Reading Room or by the Picture Books. Staff are discussing what it would be like to work with public laptops.

### **Items for Discussion and Possible Action**

- a. Draft a 5-year Plan for the Library  
Motion to accept the 5-year Plan and Goals by David/Townsend. Motion carried.

- b. Discuss and act on 2022 Departmental Goals  
Motion to approve 2022 Departmental Goals with the addition to add “more welcoming lobby area and to provide for displays” under 2022 Goals by Theim/Townsend. Motion carried.
- c. Discuss and act on 2022 Departmental Budget  
Motion to approve the request as presented to the Adams County Library today by the Library Director by Nelson/Townsend. Motion carried.
- d. August Book Sale Results  
“went well and wonderful turnout” Marylu  
\$942.25 total for book sales  
boxes leftover and looking for places for them
- e. Bookmobile Committee Report  
No report  
Next step-send out letters again and look for a vehicle  
when might it be good to approach a dealership for a donation
- f. Best practice for Library services and volunteer access  
Michelle recommended using volunteers only when absolutely necessary  
Library would like to open to full time hours  
Motion to resume regular hours as of Labor Day by Townsend/Theim. Motion carried.

**Agenda items for future meetings**

Stephanie’s visit

Bookmobile

Budget Report

September 20 Foundation Night-two Cornerstone Events, one in Wisconsin Rapids at Bulls Eye Golf Course, celebrating the staff of all libraries. Everyone invited to attend.

The next meeting will be September 20 at 2:00pm in the Adams County Community Center.

Meeting adjourned at 2:57pm.

Respectfully Submitted,

Theresa David