

## Westboro Public Library Board Meeting

January 13, 2015 - Minutes

- 1). Meeting called to order at 6:02pm by President Nancy Wiitala.
- 2). Roll Call – Trustees present – Nancy Wiitala, Lori Hanson, and Lori Dums. Absent Trustees were Ed Schlosser and Shanna Berger. Library Director Candice Smith was present. Also present was new applicant for Ed Schlosser’s replacement – Laura Jacobson.
- 3). Motion to approve order of Agenda made by Dums, 2<sup>nd</sup> by Wiitala. Motion carried.
- 4). Motion to approve the December meeting minutes made by Wiitala, 2<sup>nd</sup> by Dums. Motion carried.
- 5). Motion to accept Treasurer’s report as given was made by Hanson, 2<sup>nd</sup> by Dums. Motion carried.
- 6). Motion to pay bills as submitted was made by Wiitala, 2<sup>nd</sup> by Dums. Motion carried.
- 7). Director’s Report: Circulation for December was 614, up from 398 in 2013. Director Smith reported the total circulation numbers will be coming soon. Director reported that Westboro Library will not receive the Plum Creek Grant for 2015 due to lack of funding, Plum Creek Foundation will be ceasing grants to Wisconsin libraries. She also reported that the Art Program started up again on 1-13-15. There were 8 children and 2 adults in attendance.
- 8). Discuss and act on Workshop. No upcoming workshops. There will be 2 upcoming Webinars.
- 9). Discuss and act on AWE – Total amount spent for the AWE tablet was \$2868. Doing a demo for the public by Director Smith was discussed. Ideas were discussed to make the public aware that the tablet is available at the Westboro Library. A couple options were to put it on FB and also introduce it at the Art Program.
- 10). Discuss and act on Listening Session. Possible listening session to take place in February. Informational meeting for the local patrons to discuss what’s going on within the library, concerns and possible changes within the counties budget proposals.
- 11). Discuss and act on Fundraisers. Possible Fundraisers that were discussed:
  - Candy Bars
  - Invite Vendors – Donate part of their profits to the Library
  - Chili Lunch

- Summer cookout
- 2016 Calendar
- Discussion on long term plans for 2016

12). Discuss and act on County Board Representative for 2015. Rep will be designated through the process of library board recommendation to the town board. Town board will designate the Country Library Board Rep. Lori Hanson from the Westboro Library Board has volunteered to fill this position.

13). Discuss and act on Budget. A motion was made by Hanson to not make any changes to the Library budget for the upcoming year, 2<sup>nd</sup> by Dums. Motion carried.

14). Discuss and act on Library Board Member (new and resigning). Discussion was held regarding Ed Schlosser's resignation. Also discussed was the recommendation to the town board for Laura Jacobson to be appointed as the new town representative to fill the vacancy. Motion was made to accept Town Representative Ed Schlosser's resignation by Wiitala, 2<sup>nd</sup> by Dums. Motion carried.

15). Discuss and act on date for closed session. Discussion was held regarding a closed session hearing after the next scheduled Library Board meeting for the purpose of evaluation of the Library Director. Motion to move into close session for purpose of evaluation was made by Wiitala, 2<sup>nd</sup> by Dums. Motion carried.

16). Public Input. Director Smith noted the upcoming WVLS Board of Trustees meeting on January 17<sup>th</sup>. Introduction of new applicant Laura Jacobson to the Westboro Board members. Welcome!

17). WVLS Trustee Essentials Chapter 9 – Managing the Library Money, with focus on the goals and long range plans of the library budget decisions. Chapter 10 will be discussed at the next meeting.

18). The next regular meeting was set for February 10, 2015 @ 6:00pm.

19). Motion to adjourn was made by Dums, 2<sup>nd</sup> by Hanson. Motion carried. Meeting adjourned at 7:21pm.

*Submitted by Secretary Lori Hanson*