

**Board of Trustees Meeting
Dwight Foster Public Library
December 18, 2017**

Present: Pat Belt, Lynn Brown, Tom Fick, Beth Gehred, Bonnie Hamm, Kirsten Mortimer, Eric Robinson, Diana Shull, Kathy Topel, Jeanne Waggoner **Absent:** Matt Trebatoski
Guests:

Call to Order: The meeting was called to order at 9:33 AM by Pat Belt.

Approval of Minutes: The minutes of the November 20 meeting were approved (as amended). (Hamm, Waggoner)

Public Input/ Communications: Sandy is up to 40 hours a week. Intern from UW-Whitewater will do her 150-hour practicum with the Library. Nice note from Luther Elementary about Minetta's work.

Director's Report of Financials and Services for November 2017:

Nov fines to City:	\$1,362.00
YTD fines to City:	\$13,966.38
Nov Revenue to City:	\$785.56
YTD Revenue to City:	\$10,603.61
YTD Total Deposits:	\$24,569.99

Director's Report Highlights:

- Detail of activities at <https://tinyurl.com/y9qwm347>
- Minetta has been working on scheduling and planning for her leave.
- APL director meeting
- Jefferson County Library visits (Jefferson and Whitewater so far)
- Possible long-term building/maintenance plan – costs of maintenance far outpaces the amount budgeted.
- Jefferson County Library Board met November 28, 2017

Approval of Bills: The payments for all November bills were approved. (Topel, Hamm)

Action Plan 2018: This is meant to progress the mission and vision of the library. It is a to-do to cover personnel, finance, access services, marketing/outreach, collection development, building and grounds, and work with community groups. Motion for Action Plan 2018 to be brought back at a future meeting after director reviews plan with input from stakeholders. (Gehred, Fick)

Adjustments to DVD fines: Request to reduce DVD fines from \$1 to the same as books, which is \$0.15 per day, per item (with a 4-day grace period). (Fick, Mortimer) Move to establish fine free days for patrons with outstanding fines to come into the library and erase their fines. (Mortimer, Waggoner)

Lucky Day Collection: Buy a second copy of very popular items and have them available for patrons that walk in the door. These items would just be available for our patrons. Motion to have this type of collection at the library. (Fick, Brown)

Monthly numbers reported and the annual statistical report: Provide some context for the circulation numbers. Table until February or March meeting.

Library System Update: Will buy more wifi hotspots from TechSoup in January.

Friends of the Library: Mini basket sale—16 baskets and a wide variety of items. Made \$622. Met goal of 250 members. Volunteers bringing in cookies each day this week for Library patrons.

Friends of Lorine Niedecker: See <https://tinyurl.com/y7e3h4yp> for preliminary year-end report.

Net Neutrality: Send Tammy Baldwin a letter of support for her plan to propose a bill to reinstate net neutrality. Tom will discuss this more at a later time.

Adjournment: The meeting was adjourned at 10:58AM. (Mortimer, Waggoner)

NEXT MEETING: January 15, 2018 at 9:30 AM