

**Board of Trustees Meeting
Dwight Foster Public Library
November 20, 2017**

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

Guests:

Call to Order: The meeting was called to order at 9:40 AM by Bonnie Hamm.

Approval of Minutes: The minutes of the September 18th meeting were approved (as amended). (Fick, Waggoner)

Public Input/ Communications: Sandy W. up to 30 hours per week. Amy Lutzke sent letter of thanks to search committee.

Director's Report of Financials and Services for Sept/Oct 2017:

Sept/Oct fines to City:	\$2,650.17
YTD fines to City:	\$12,604.38
Sept/Oct Revenue to City:	\$1,595.60
YTD Revenue to City:	\$9,818.05
YTD Total Deposits:	\$22,422.43

Director's Report Highlights (for detail see: <https://tinyurl.com/yanrv66x>)

- Director appeared before city council regarding operating budget requests
- Planning and start to track expenditures with more separation for each fund code
- Planning and started to better manage collection development with budgets for each collection
- Attended city management team meetings
- Jefferson County Library Board meeting upcoming

Approval of Bills: The payments for all Sept/Oct 2017 bills were approved. (Hamm, Mortimer)

Approval of Holiday Hours: The following holiday hours were approved. (Waggoner, Gehred)
Fri Nov. 24 8-6pm, Sat. Dec. 23 9-2pm, Tue-Fri. Dec. 26-29 8-5pm

2018 Bridges Membership and Café Agreement Annual Addendum: The 2018 Annual Addendum to the Bridges Library System Member Library & Café Agreement for Dwight Foster Public Library was approved. (Gehred, Hamm)

2018 Jefferson County Library Service Contract: The 2018 Annual Jefferson County Library Service contract was approved. (Gehred, Waggoner)

Library System Update: Charging station and wi-fi hotspots have been received.
5 wi-fi hotspots (circulation for 1 week) on 1-year trial with Sprint.

Friends of the Library: Jeanne Waggoner (incoming President of the Friends of the Library) gave report. Friends have 249 members of their 250 goal. November event went really well. Purdy Elementary won the highest circulation contest. Starting December 1st there will be a mini-basket sale.

Friends of Lorine Niedecker: Art installation of Niedecker poetry at the middle school.

Adjournment: The meeting was adjourned at 10:39 AM (Fick, Mortimer)

NEXT MEETING: December 18, 2017 at 9:30 AM