

**Board of Trustees Meeting  
Dwight Foster Public Library  
March 18, 2019**

**Present:** Pat Belt, Lynn Brown, Tom Fick, Bruce Johnson, Lisa Kotz, Kirsten Mortimer, Eric Robinson, Diana Shull, Matt Trebatoski, Jeanne Waggoner **Absent:**

**Guests:**

**Call to Order:** The meeting was called to order at 9:36 AM by Pat Belt.

**Approval of Minutes:** The minutes of the meeting of 18 February 2019 were approved. (Johnson, Waggoner)

**Public Input/ Communications:** Thank you note from an artist that recently mounted a show in the Library. Project LEAD member also sent an email to Eric about how wonderful it was to revisit the library and better understand the services we provide.

**Director's Report of Financials and Services for Month 2018:**

February fines to City:	\$573.98
YTD fines to City:	\$1,410.21
February Revenue to City:	\$686.12
YTD Revenue to City:	\$1,245.95
YTD Total Deposits:	\$2,656.16

**Director's Report Highlights:**

- Training new intern
- Number of staff are going to WAPL (WI Assoc. Of Public Librarians) conference. Amy is presenting at the conference.
- Library Services--There is a large number of programs regularly being held at this point or new initiatives that are starting up. Below is a quick list of programs/services that were held or worked on in the past month:
  - - Heart Art by Jefferson artist Barbara Provenzano in the Jones Gallery
  - - Under the Surface is a photography exhibit made available through the Wisconsin Water Library at UW-Madison
  - - Baby Time
  - - Toddler Time
  - - Family Story Time
  - - Jefferson County Veteran's Service
  - - Philosophy Group
  - - Opportunities, Inc. (Programming and support for adults with disabilities) - Shelby
  - - Craft Club - Shelby
  - - Lunch-Home Schoolers
  - - Lego Club
  - - Read to the Dogs
  - - Club Pokémon
  - - Fiber Club - Shelby
  - - Memory Café will begin in March – Amy
  - - Spanish Collection / Outreach - Sandy
  - - Free books at the Food Pantry - Sandy
  - - Forty Voice Poetry Series - Amy
  - - Travel Series - Antarctica - Pat Belt
  - - Seed Library - Amy

- - UW-Physics for Kids - Minetta
- - Custer – Jeff. Co. Veterans Affairs - Don Millar
- Building and Grounds:
  - Makerspace – Amy C. wrapped up an investigation of whether a makerspace would be a feasible service/space that the library could provide.
  - A number of building repair issues this month such as: repair of the tankless water heater, painting of entry hallway, heating system in entry way, replacement of the lock on the children’s bathroom.
  - The LED work wraps up on 3/14/18. The walkthroughs of the work as it has progressed has been attended with Jeff Armstrong, the city electrician, so that he has been able to ask questions.
- IT
  - Hotspot renewals for the year, but we are starting to see some of hardware fail. A discussion about the future of the service is taking place at the moment.
  - Datatek/Godon Flesch Review – I have started the process of review our contract with Gordon Flesch. It is a contract we have not reviewed in some time.
  - Hoopla- Examining a database of streaming music, movies, books and audiobooks. The reason for considering this purchase possibly in the future is that Overdrive limits one items to one patron in the system at any given time. Hoopla allow simultaneous users on an item. Much of the content of Overdrive is not in Hoopla so it might be ideal to have this alongside Overdrive.
  - Ignatek – pursuing a firewall for the library.
  - Wiscnet / Barracuda alternative because of the expense of the leasing agreement with WiscNet. Discussion beginning related the need or demand for filtering of the internet in the library.

**Approval of Bills:** The payments for all February bills were approved. (Fick, Mortimer)

### **Board Members & Officers**

- Eric will get an updated calendar of board actions/events
- Officers will be presented on a slate of candidates to vote on in April meeting. Officer terms will start in May.
- Tom Fick will nominate himself for Vice-President.
- Diana Shull will nominate herself for Secretary.
- 2 openings in May: Kathy’s position and Pat’s position. It would be nice to maintain 2 rural representatives on the board.

### **Board Subcommittees:**

- The following sub-committees will meet soon: Finance, Personnel, Library Policy

### **Library System Update:**

- Café (catalog) survey completed. Results about patrons’ usage of the catalog have been shared. The first steps to adjust the online catalog to patron needs and demands and being discussed.
- The director at Pewaukee has resigned and the director at Sussex will be retiring in April.

### **Friends of the Library:**

- Forming a committee for coordinating marketing efforts: print, radio, & social media
- Mark O’Connell, local author, April 13, 1pm.
- Book sale April 13 as well.
- Next fundraiser will be the painted chairs.

### **Friends of Lorine Niedecker:**

- The Winter issue of the Solitary Plover Newsletter is published and can be found here: <https://lorineniedecker.org/wordpress/wp-content/uploads/2019/02/Winter-2019-final.pdf>

**Adjournment:** The meeting was adjourned at 10:23 AM (Kotz, Johnson)

**NEXT MEETING: April 15, 2019 at 9:30 AM**