

**Board of Trustees Meeting
Dwight Foster Public Library
Sept. 16th, 2019**

Present:, Tom Fick, Autumn Harden, Bruce Johnson, Lisa Kotz, Kirsten Mortimer, Julie Olver, Eric Robinson, Diana Shull, Jeanne Waggoner **Absent:** Lynn Brown, Matt Trebatoski

Guests:

Call to Order: The meeting was called to order at 9:30 AM by Tom Fick.

Approval of Minutes: The minutes of the August 19 meeting were approved. (Johnson, Kotz)

Public Input/ Communications: None.

Director's Report of Financials and Services for September 2019:

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|-------------------------|-------------|
| August fines to City: | \$532.23 |
| YTD fines to City: | \$5,275.41 |
| August Revenue to City: | \$731.10 |
| YTD Revenue to City: | \$5,423.02 |
| YTD Total Deposits: | \$10,698.43 |

Approval of Bills: The payments for all August bills were approved. (Johnson, Harden)

Director's Report Highlights:

- 11.7% increase in program attendance, 6.1% more patrons, and 3.4% increase in circulation so far in 2019.
- Creating more Binge boxes for the DVD collections and preparing for Halloween, Thanksgiving, and winter holidays. (Shull, Johnson)
- We will start this new time in October.

Future Meeting Dates:

- Tom proposes moving the meeting to the second Monday of the month instead of the third.
- Motion to move meeting time and day to the second Monday of every month at the same time in the morning. (Shull, Johnson)
- Tom will check in with Lynn Brown to see if she can attend meetings on the second Monday of every month.

Landscaping quote for updating exterior:

- Proposal for updating landscaping with low-maintenance plants. Total quote is \$2,399.87.
- Jeanne Waggoner asked if the Friends of the Library would want to pay for any or all of this.
- Motion to hire Tom to do the landscaping for the quote and schedule for the work to be done soon and ask the Friends to pay into the project. (Waggoner, Harden)

Capital Expenditures for 2020:

- Computer expenses, self-checkout machine, carpet, replacement.
- See spreadsheet for further information.
- Motion to approve the 2020 Capital Expenditures budget as proposed. (Mortimer, Johnson)

Hosting of Daily Union online with Archive of Wisconsin Newspaper Association

- All issues of Daily Union have been scanned and digitized and are available within the library.

- From 2005 to the present (and 1870-1918), the scans are available statewide through the Archive of Wisconsin Newspaper Association.
- Board wants to revisit this with more information:
 - How many patrons might want this service?
 - What other sources are there for money (other libraries in county, grants for digitization, Daily Union company)
- Motion to postpone the decision on the Daily Union until we have more information about grants or other avenues for raising money. (Johnson, Kotz)

Email account for Library Board:

- One email for the board for public comment.
- If a big event or project happens

Friends of the Library:

- 40th anniversary celebration of the Friends of the Library tomorrow (Tuesday 17 September): annual meeting, cake, Bill Camplin is performing, and results of chair auction will be announced.

Friends of Lorine Niedecker: Nothing to report

Adjournment: The meeting was adjourned at 10:41 AM (Mortimer, Johnson)

NEXT MEETING: October 14, 2019 at 9:30 AM