

**Board of Trustees Meeting
Dwight Foster Public Library
November 8, 2021**

Present: Rob Abbott, Tom Fick, Autumn Harden, Megan Hartwick, Rebecca Houseman LeMire, Kirsten Mortimer, Julie Olver, Sara Podoll, Eric Robinson, Diana Shull, Mike Wallace

Absent: None

Guests: None

Call to Order & Introductions: The meeting was called to order at 9:36 AM by Tom Fick.

Approval of Minutes: The minutes of the October meeting were approved. (Olver, Hartwick)

Public Input/ Communications: None

Approval of Bills: The payments for all October bills were approved. (Olver, Hartwick)

Director's Report of Financials and Services for October 2021:

October fines to City:	\$203.76
YTD fines to City:	\$858.60
October Revenue to City:	\$853.42
YTD Revenue to City:	\$3,476.75
YTD Total Deposits:	\$ 4,335.35

Director's Report Highlights:

- In advance of Amy Lutzke's retirement, Eric is meeting with other librarians around the state to get ideas for new position description
- In service day for staff (Friday, 19 Nov). Library will be closed.
- Circulation is down (a trend nation-wide) and patron counts are down too (also a trend) from pre-2020 numbers.
- Story Walk complete in Ralph Park.

"Three for Me" library card - Eric Robinson (Action: approve new library card)

- After conversation with DJ Scullin (Fort Atkinson School District Director of Technology), plan for a way to give a child a library card without needing parental signature.
- There have been instances in the past where a potential new patron is turned away from checking out materials because they do not have a permanent address at the time of trying to sign up for a card or a child under 18 cannot get a parent or guardian to come to the library to sign a library card application. Creating a card that allows a person like the

above to check out 3 items immediately would hopefully keep them coming back for more. This card might be a ray of hope for someone who's housing is unstable. It would be a convenience for the new resident who doesn't have their new home address documented yet. And it would help those children who just can't get through the hoops of having a parent sign the form for their card at the library. It would even help get children their own cards while making their visits with their class or BASE group while at the library.

- Motion to approve new Three for Me library card (Olver, Mortimer). Motion passes.

Potential New Meeting Time for Board:

- Eric will send out a Doodle Poll about what times would be best in any given month. He will send out the board master calendar as well.
- Tom reminds the board that in-person meetings should be a priority in the future.

Food Truck Event:

- Autumn and Julie will work on their plans and report back to the board in the future.

Friends of Lorine Niedecker report – Eric Robinson (Action: discussion/update):

- Third mural is complete!

Friends of the Library (Julie Olver reporting):

- New meeting time for the Friends, so nothing to report at this time.

Adjournment: The meeting was adjourned at 10:11 AM (technical difficulties and Zoom call was lost.)

NEXT MEETING: December 13, 2021 at 9:30 AM