

**Board of Trustees Meeting  
Dwight Foster Public Library  
May 05, 2023**

**Present:** Rob Abbott, Mason Becker, Tom Fick, Rebecca Houseman LeMire, Kirsten Mortimer, Julie Olver, Sara Podoll, Eric Robinson, Diana Shull, Mike Wallace

**Absent:** Autumn Harden

**Guests:** Linda Ager, John Donahue

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

**Guest Linda Ager to discuss the Jefferson County and Bridges Library System boards:**

- Jefferson County Library Board responsible for:
  - Formula to pay libraries for their use by non-residents.
    - Electronic items are now included in the formula
    - Cooperation between libraries for paying for use by non-county residents.
  - 7 people on board: 5 at large, 1 county supervisor, 1 school board administrator
  - Dwight Foster Library is the Reference Library.
    - Historically, this meant that the reference library had a more extensive reference section and hard reference questions would be transferred to librarians in Fort Atkinson
    - Currently Dwight Foster and the Waukesha library collaborate on tech questions/reference
    - Eric is currently the liaison with the County as part of this role
- Bridges Library System
  - Jefferson Co. part of another library system since 1980s
  - Waukesha Co. Library System was adjacent and Jefferson Co. joined with Waukesha to form Bridges Library System.
  - This system is very supportive and collaborative.

**Approval of Minutes:** The minutes of the April meeting were approved. (Podoll, Olver)

**Public Input/ Communications:**

- Eric: Library Journal, May 2023, book challenges have increased over last year—ALA is reporting highest number of challenges
- Tom: Link for Trustee training: <https://www.ala.org/united/login-request/wisconsin>
- Eric: Letter from patron that is new in town and has been very impressed with the staff and resources from

**Approval of Bills:** The payments for all April bills were approved. (Olver, Podoll)

**Director's Report of Financials and Services for April 2023:**

April fines to City: \$55.38  
YTD fines to City: \$345.29  
April Revenue to City: \$490.96  
YTD Revenue to City: \$2,162.01  
YTD Total Deposits: \$2,507.30

**Director's Report Highlights:**

- Carlee Hein has an expanded role as our Outreach Librarian. Her current duties have expanded to coordinate outreach opportunities, establish and promote the library's brand, promote the library on social media, and design print and digital publications that promote the library.
- Circulation in April 2023 is 5% higher than April 2022. Foot traffic was 2% higher than in April 2022.
- Eric has almost finished the 2024 adjacent county funding and Jefferson County.
- April 2023, the library received donations from the Friends of the Library, for several grants, the Summer Reading Program, and donations in memorial of ~\$15,200.
- State Park Passes – On May 1st, we began offering day passes to state parks for free entry into any state park.

**Strategic Planning update – Eric R. (Discussion):**

- Survey is ready to go out later this month and will be open for a month.
- After survey, the Strategic Planning committee will begin reviewing and writing up

**Food Truck Event – Tom F. (Discussion)**

- Same area as last year and Autumn H. worked with police to confirm this.
- Musician contracted
- \$150 registration fee for vendors, vendor will get \$50 back if they show up on the day.

**Summer Meeting Schedule (Abbott, Podoll)**

- Kirsten M. pointed out that the agenda each month already leaves out the July meeting.
- Motion passes to continue to skip the July 2023 meeting.

**Library board officer selection for 2023/2024 – (Action: Vote in officers)**

- Motion to approve Diana Shull as Secretary for next year. (Podoll, Olver)
- Motion to approve Kirsten Mortimer as President for the next year. (Podoll, Olver)
- Motion to approve Julie Olver as Vice-President for the next year. (Abbot, Podoll)

**Friends of the Library (Julie Olver reporting):**

- Popup book sale at the Food Truck event.

- Restarting monthly book sale

**Adjournment:** The meeting was adjourned at 10:15 AM (Olver, Abbot)

**NEXT MEETING: June 12, 2023 at 9:30 AM**