

**Board of Trustees Meeting
Dwight Foster Public Library
September 25, 2023**

Present: Rob Abbott, Autumn Harden, Rebecca Houseman, Leslie LaMuro, Davin Lescohier, Kirsten Mortimer, Julie Olver, Sara Podoll, Eric Robinson, Diana Shull, Mike Wallace

Absent:

Guests: Bruce Waller

Call to Order & Introductions: The meeting was called to order at 9:31 AM by Kirsten Mortimer.

Report by financial advisor on state of the trust fund: Presentation by Bruce Waller

- Last year was a bear market. Bruce Waller believes we are coming out of the bear market and into a correction.
- Lost 14% last year, but already up 7% so far this year.
 - Stock market down because of inflation
 - Bond market down because of rise in interest rate
- The portfolio is not a Green Fund, but is invested in many companies that are green.
 - The Finance Committee can review Investment Policy, should board members want to pursue this question.

Approval of Minutes: The minutes of the August meeting were approved. (Olver, Lescohier)

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

Director's Report of Financials and Services for August 2023:

August fines to City:	\$228.20
YTD fines to City:	\$901.33
August Revenue to City:	\$476.22
YTD Revenue to City:	\$4,317.87
YTD Total Deposits:	\$5,219.20

Director's Report Highlights:

- Collection re-labeling – We have begun the exploratory process to discuss re-labeling parts of the library collection to make access to the collection(s) easier and to provide more efficient processing of library collections in the future.
- Niedecker collection – Representatives of the Friends of Lorine Niedecker and I meet to discuss the long-term home of Niedecker collection. They are interested in possibly

housing the entire collection at the Hoard museum in the future to create easier access to the collection for researchers and to house the collection in an archival environment for more long-term preservation.

- Yoto collection – Yotos are now being circulated in our collection. They are screen free audio players for children that have up to 8 stories with each player at checkout. These were made available through an innovation grant that was awarded to Minnetta by the Bridges Library System.
- The 2024 Jefferson County budget– The Jefferson County finance committee reviewed and approved the 2024 Jefferson County library services budget. The approval will provide \$282,736 in revenue that is derived from a circulation of physical materials and online materials through Libby in 2022. This is a ~2% increase from the 2023 budget.
- Discovery Layer (for catalog) – The Bridges Library System library directors have voted to move forward with a discovery layer for the catalog. I serve on the technology committee for the Bridges Library System that will start to develop an RFP for vendor's proposals in the near future.
- Wisconsin Library Association (WLA) – I have been asked to serve on the WLA Executive Committee that serves as the board for the Wisconsin Library Association. My current role is as the Secretary for the committee. I will also be presenting on our library card program with the school district at the annual WLA conference in Oct. 2023.
- Potential partnership with the Health Department to have a Health Vending Machine with items like formula.
 - Sara Podoll mentioned the necessity of monitoring expiration dates with perishables like formula. Eric will ask about this process at his next meeting with the Health Department

Library Budget (2024) – Eric R.: Approve 2024 library budget (LeMuro, Lescossier)

- Many costs have increased: Salaries and benefits; collections and materials.
- Capital costs: repair of flooring inside and some hardscapes outside; computer lab space needs renovation.
- Library's fund with the City: Money that was rolled over in the last few years that is still held in Fund 15. Plans to use this money this year instead of increasing the Library levy. (Library levy was increased from 2022 to 2023.)

Food Truck event review – Autumn H. (Discussion):

- Great successful event—at least 1,500 people came to the event
- While not a fundraiser, the amount of revenue (sponsorships and the fees kept from no-shows) was greater than the expenses.
- Thanks to Autumn and her committee and to the library staff!

- Autumn requests that voting to make this an annual event be added as an agenda item for next month

Friends of the Library (Julie Olver reporting):

- Elections for board positions are postponed until October.
- Renewal membership campaign slated for next month.
- Next month the Friends will focus on trying to sign up more Business memberships.

Adjournment: The meeting was adjourned at 10:35 AM (Olver, LeMuro)

NEXT MEETING: October 9, 2023 at 9:30 AM