

**BRILLION PUBLIC LIBRARY BOARD**  
**Brillion Public Library 10:00 A.M.**  
**March 15, 2017**

**CALL TO ORDER:**

Mark Axelrod called the meeting to order at 10:00 AM

**ROLL CALL:**

Present were: Chair Marc Axelrod, Jeff Vande Hey, Dean Wallace, Betty Nies, Tammy Fischer, Nancy Zimpel and Linda Deiter. Also present was Library Director Chris Moede Absent: Lyle Ott, Dominick Madison.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited by the group.

**APPROVAL OF AGENDA:**

**Motion:** Dean Wallace moved to approve the agenda as printed. Seconded by Linda Deiter. Motion carried.

**APPROVAL OF MINUTES- February 15, 2017**

**Motion – Jeff Vande Hey moved** to approve the minutes of the February 15, 2017, Library Board Meeting as printed and circulated. Seconded by Dean Wallace. Motion carried.

**COMMUNICATIONS:**

We received the following County payments:

Calumet \$50,829

Manitowoc \$54,235

Brown \$5,043

The American Legion Auxiliary donated \$15 for a book purchase.

The Brillion Optimist Club donated \$700 towards the Summer Reading Program.

**LIBRARY DIRECTOR'S REPORT:**

**Circulation:** Juvenile and Adult book circulation is good. AV is down (again). 35 new cards were issued.

**Financial:**

**Motion – Betty Nies moved** to accept the Financial Report with an additional bill for Fox Specialty in the amount of \$491.27. (this is the new company we are ordering custodial supplies from) Seconded by Nancy Zimpel. Motion carried.

### **c. Library Happenings:**

Janet is retiring April 15, 2017. The Library is accepting applications for this position. American Legion has donated Al Buboltz's scrapbooks to the Library. If the Library ever decides they no longer want them, they are to go back to the Legion. Chris is on vacation April 6<sup>th</sup>-17<sup>th</sup>.

### **Automation/Technology:**

#### **Shared System/LARS:**

The group met in Brillion last Friday. The Manitowoc library has a "Citizenship Collection" to help aid those who are pursuing US citizenship. We may get some resources from them.

#### **WiFi Policy and Wireless Printing:**

Last May the Board approved an update to the policy to make patrons "accept" our policy online every time they use it. This has caused some issues with the "air printing". Tech support has recommended suspending the "accept" policy to see if that helps. The Board agreed to try this for one month.

#### **Technology updates:**

Problem with printer so the staff is using the copier for all printing. Not sure if printer is on its "last legs"

### **Buildings and Grounds Maintenance**

#### **Any Building and Grounds Issues**

An alarm went off and wouldn't shut off. It was determined to be the sump pump alarm in the elevator shaft. Elevator maintenance was done. The problem is now fixed, but if it happens again, we may need to get a new sump pump.

The ceiling in the entryway around the drain pipe was dripping. Caulking was done and there have been no problems since.

### **Library Programs**

#### **Library Friends**

Doing the Book Sale again in June.

The flag pole light doesn't always work. DPW is checking on this.

#### **Summer Reading:**

Will again kick off Brillion Fest. 2 programs are already booked. (Rick Allen – magician and New Zoo (BNC).

The Optimist made a \$700 donation to the program.

Kwik Trip donated \$100 worth of \$20 gift cards.

Programs will include 4 sessions of a coding class for kids, robot time and strawbees.

#### **Ongoing Program Updates:**

Bone Health March 28<sup>th</sup>

Estate Planning March 22 – 2 sessions

Medicare –May

Read the Book, Be the Book was last week

The genealogy program had 5 in attendance, but the weather was bad that day.

**Manitowoc-Calumet Library System:**

There will be a Hearing Loop workshop Friday from 9-10:30 AM

Battle of the Books – April

Coding Workshop for Dahle. Too many applied so we were denied.

**Library Survey:**

Chris found an example covering the following:

Customer service, collections, programs, online services, ILL, computer/internet and hours. It will be an online survey with paper copies available at the Library and will be done in Sept/Oct.

**NEW BUSINESS:**

The Rueben and Viola Laack Foundation was established in 2014 to support Library, speech and forensics. Any County Library can apply. Chris will pursue for a Literacy Grant of approx. \$1,000.00. She will put together the proposal with cost estimates.

**PRESIDENT**

NA

**CITIZEN INPUT**

NA

**SET NEXT MEETING DATE**

The next Brillion Public Library Board Meeting will be held on April 19, 2017 at 10:00 a.m.

**ADJOURNMENT:**

**Motion** – Linda Deiter moved to adjourn the meeting. Seconded by Betty Nies. Motion carried. The meeting adjourned at 10:46 AM

Tammy P. Fischer, Secretary