

BRILLION PUBLIC LIBRARY BOARD
Brillion Public Library 10:00 A.M.
August 16, 2017

CALL TO ORDER:

Marc Axelrod called the meeting to order at 10:00 AM.

ROLL CALL:

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

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited by the group.

APPROVAL OF AGENDA:

Motion: Betty Nies moved to approve the agenda as printed. Seconded by Nancy Zimpel. Motion carried.

APPROVAL OF MINUTES- July 19, 2017

Motion: Linda Deiter moved to approve the minutes of the July 19, 2017, Library Board Meeting as printed and circulated. Seconded by Betty Nies. Motion carried.

COMMUNICATIONS:

None

LIBRARY DIRECTOR'S REPORT:

Circulation:

Circulation for July 2017 was up for both adult and juvenile books as compared to July 2016.

Financial:

Motion: Linda Deiter moved to accept the Financial Report as written and circulated. Seconded by Nancy Zimpel. Motion carried.

c. Library Happenings:

Miranda Blankenship was hired as a student aid to replace Jacob Dahl who will be attending college.

Chris shared a paper copy of the form to be used for Brillion Public Library's survey for input from the public. The survey form will be available on paper at the Library and online.

Automation/Technology:

Zinio has changed to RBdigital for getting digital magazines from the MCLS home page.

Shared System/LARS:

LARS updated the online catalog and made it more device-friendly. Chris met with Margie and Becky on the System's technology plan.

Self-Check-out

New Holstein Library is using Envisionware software on one self-checkout machine. The quote for getting one self-checkout unit in our Library was \$2,278.76 plus \$270.00 annual maintenance for the software and a machine that would do the scan for self-checkout and print the receipt.

There was discussion about the need and advantages of the self-checkout unit and possible need for a security system to prevent books being taken out of the Library without checking them out. It was decided that there is not sufficient need for either one self-checkout unit or a security system at this time.

Technology updates:

Margie is working on a catalog station that is not working properly.

Many Library patrons are now bringing their own tablets to access the internet on the Library's Wi-Fi. The Library budget could include 5 Chrome Books costing about \$185.00 each for use by Library patrons. Consideration will be given to putting Windows 10 on one desktop computer for public use. The Library Wi-Fi is rated at 90 MBS and is meeting current needs without problems.

Buildings and Grounds Maintenance

Any Building and grounds issues

The chairs put on the state auction site received a bid of only \$12.50 for the lot, which Chris felt was too low. The Library will try and sell the chairs for \$2 each.

The Library will be changing to the same weed control service as the City at a considerable cost savings.

The entry way carpet needs to be replaced.

Library programs

Book Talking had 14 in attendance at the Library and 5 at West Haven. Storytime has averaged 24 in attendance for two weekly sessions.

Read the Book, Be the Book will be incorporated with Storytime this year.

Library Friends

Will be supporting Read the book, be the book.

Summer Reading

Summer reading had 521 participants which is 16 above 2016. Coding camp had 12 participants in 2 classes. Day camp had 20 grades 3-6 students who participated with 5 teens who worked as volunteer helpers. The students in day camp learned to make bird nests at the Brillion Nature Center, learned about money management from a representative from Collins State Bank, toured the Brillion Historical Society Museum and the Ariens Museum.

Ongoing program updates

The genealogy program on Wednesday, September 6th will be on the resources at the Manitowoc Public Library for doing genealogy research.

Weekly programs are held for the Circle of Friends Day Care preschool on Mondays.

ESL class will resume in September.

A schedule for homeschoolers is being prepared for September.

Manitowoc-Calumet Library System

MCLS has discussed the need to update the plan especially because of changes in legislation to simplify the reimbursement formula for patrons from other counties use of Library services in another county.

MCLS is paying for WILS membership for all system libraries.

Library Goals 2018

Library Goals for 2018 which were sent to all Board members were discussed. Also mentioned was the need for the Board to develop a new long-range plan.

Motion: Betty Nies moved to accept the 2018 Library goals as written and circulated. Seconded by Nancy Zimpel. Motion carried.

Library Budget

The total budget for 2017 was \$225,464.00. Chris will prepare a proposed budget for 2018 and send copies to all Board members. The 2018 budget will need to be considered and approved at the next Board meeting.

Library Director

A discussion was held on how to proceed in finding a Library Director to replace Chris who is retiring after 33 years as Director of Brillion Public Library. The Board needs to advertise the position in January. This will be followed by reviewing applications and interviewing candidates. Chris will be available to assist the new Library Director for about two months before officially retiring on July 4, 2018. It was decided that all Board members should be involved in the interview process. Nick Madison will prepare a timetable which will be discussed at the September meeting.

NEW BUSINESS

NA

PRESIDENT

Marc reported that there is an article by Rick Broida on Cnet.com about how to get free magazines for one year for your Library.

CITIZEN INPUT

NA

SET NEXT MEETING DATE

The next Brillion Public Library Board Meeting will be held on September 20, 2017 at 10:00 a.m.

ADJOURNMENT:

Motion: Betty Nies moved to adjourn the meeting. Seconded by Linda Deiter. Motion carried. The meeting adjourned at 10.55 AM

DEAN WALLACE, Secretary Pro Tem