

**Library Board of Trustees Meeting
Monday October 10, 2022**

The Board of Trustees met on Monday, October 10, 2022 in person.

Present: Vanderloo, Zimmerman, Solberg, Wepking, McDonald, Noel, McSherry

Absent: Howard, Ashmore, Weber, Decker, Murphy

Vanderloo called the meeting to order at 5:00 p.m. and there being no objections, declared the meeting duly posted. The agenda for this meeting was declared approved and the September special meeting minutes were approved and emailed to members. There were no objections.

Public Comment

Board members have been questioned by members of the public regarding the progress of the library building project. It was suggested that we start keeping a list of people that are asking about the project so we can share the list with the mayor and City Council representatives. Also, it was mentioned that the Town of Dodgeville received money from ATC, did the City also receive money? Julie will ask the Council and if the City did receive any money and find out where it was allocated.

Old Business

- A. Special Collections:** We have 2 collections. The first one is the humor collection. There are approximately 3,000 items including DVDs, VHS tapes, and books in approximately 50 boxes. Everything has been boxed for the last 5 years. There have been no inquiries about the collection. The second collection is from the Iowa County Genealogy Society. This collection consists of approximately 15-20 boxes. Vickie had tried to contact someone from the society but was unable to contact anyone. Roxanne from the Iowa County Historical Society said they did not want the items. The Wisconsin Genealogy Society did not seem interested in the collection either. It was mentioned to possibly put something in the paper asking if anyone was interested, or the library Facebook page. Before we do anything with the collection, we should go through it. Jody will check with Vickie tomorrow about the humor collection.
- B. Ridgeway Update:** Ridgeway library was cleaned after the work was completed. Tracy Gross will be doing the story time. Sunday October 30th is the Boo-Fest.
- C. St. Joe's Update:** Angela had a meeting with Dana. Story time is starting for Pre-K. There were 20 kids brought to the park. As of now, Tuesdays are the best day for the students to come to the library. Last week Tuesday the 1st graders came for approximately 20-30 minutes. Tomorrow the 2nd and 3rd graders will come for a visit. The 4th graders will also be coming, but as of this time no 5th grade. Visits will be once a month per class. The school will ask parents to get the students their own library cards.
- D. Collection Development Update:** Currently still weeding. Library inventory will be done every year. Carol G. will start weeding the Children's collection in January. She will look at circulation and condition.

Angela said with less books on the shelves we will need to order approximately 250 bookends for \$1,000. A council member inquired if there was too much that was being removed from the collection. Angela noted that the policy says if there is no circulation within 5 years the items should be removed from the collection. Baker and Taylor have purchased 25% of the weeded materials.

New Business

- A. Library Annex Lease Renewal:** The Annex lease has expired. Dennis Marklein dropped off a new lease with an increase of \$250.00 per month. Angela discussed it with City Council and Council agreed to pay the difference. Annex rent is \$650.00 per month. Wepking motioned to pay the rent so that we could keep the Annex. Second by McDonald. All in favor. Motion passed.
- B. Board Seat Opening:** Jesse Decker is resigning from the board at the end of 2022. Angela checked with Mayor Novak and he said to bring one name to him and he will approve. There was discussion about the new open position, and it was decided to post the opening in multiple places. This seat must be filled by someone living within the city limits. There was discussion around trying to find someone with younger kids in the school district.
- C. Staff Meeting Closures:** A staff meeting was on a Friday morning so the library opened at noon. The staff appreciated the time. Angela mentioned quarterly staff meetings. The staff also talked about additional training that they would like to participate in -CPR, Active Shooter training, mental health awareness, etc. Angela said about 8 hours a year for meetings and training would be appropriate.
- D. 2023 Database Renewals:** Ancestry Database is expensive but popular. It costs \$1701.15 per year. Promoting it would help the usage and it could be discussed at the Genealogy workshop to publicize it. Fold 3 is a military records database for \$1,203.17 per year. It is expensive and is not used. Angela discussed with Vickie and she said to get rid of it. Wepking motioned to cancel the Fold 3 database and promote the Ancestry database. Second by Zimmerman. All in favor. Motion passed.
- E. Printer/Copier Lease Renewal:** This is a 5-year lease. Zimmerman motioned to extend the lease and keep the 2 printers. Second by McDonald. All in favor. Motion passed.

Library Director's Report

With regards to weeding, Angela said 8,500 items have been removed so far. Please refer to the Library Director's Report October 7, 2022 in previous email with specific monthly breakdown of the changes. Angela has noted the activities that she participated in and also the collection development and programming. It was mentioned that the Sunday, September 25th Author talk had 42 participants. Also, the Mystery book club meets at the Annex on the 2nd Wednesday of the month. We need to advertise this on the Facebook page.

Angela sent an email to Greg regarding a loose handrail on the steps up to the library. Discussed different ideas for Angela to acquaint herself with the community. Meeting with the school district librarians, making business cards, and walking through the downtown area. Could also take craft kits for adults and have an article in the Chronicle.

Treasurer's Report:

Angela said we are about \$15,000.00 over budget. She believes that is because of Vickie's retirement payout. Jody noted that we should check with the City Council regarding who is responsible for payouts.

We also need to find out exactly what is in the Foundation account. With Jesse leaving the board, Angela will need to have access to those accounts.

Monthly Bills

Motion by Wepking to accept the monthly bills. Second by McSherry. All in favor. Motion passed.

Concerns and comments of the Board

The Board responded to Angela's email regarding Carol M. attending the board meetings. Everyone felt that if Carol is willing to come to the meetings, we would all prefer that she attend. With her history and knowledge, it is a benefit to us and the library.

Future Agenda Items

Check the bylaws of the Board. Discuss the open Board seat. Also discuss when to put a hold on a library card.

Future Meeting: Monday, November 14, 2022, at 5:00 p.m.

The meeting was adjourned at 6:50 p.m.
Respectfully submitted by Kari McSherry