

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES**  
**Monday, August 8, 2022**  
**(held in person and via phone)**

The Board of Trustees met on Monday, August 8, 2022 both in person and via Zoom.

Present: Vanderloo, Howard, McDonald, Noel, McSherry

Phone: Zimmerman

Absent: Decker, Wepking, Weber, Solberg, Murphy, Ashmore

Vanderloo called the meeting to order at 5:15 p.m. and there being no objections, declared the meeting duly posted. The agenda for this meeting was declared approved and the July minutes were approved and emailed to members. There were no objections.

**Public Comment:** None

**Old Business:**

1. Technology updates: Received the new computers for staff.
2. Collection development: Weeding the collections has started. Karla is focusing on the Adult Fiction section, Angela in the Adult Nonfiction. Baker & Taylor purchased 27% of what we have weeded.
3. Collection of Fines: Please note Collection of Fines report included in email. Discussed options. Giving patrons 3 notices, then notifying the patron of the amount due, or deactivating the patron's library card. After much discussion it was decided to discontinue fines. A policy will be created to let patrons know that the library is fine free, and also a new policy for lost materials. Ann McDonald made a motion to create a policy to discontinue fines on overdue materials, second by Karen Zimmerman, all in favor, motion passed. Also discussed during this time was St. Joe's current connection with the library. Library cards for students, or 1 institutional card for the school were 2 options. We need to explore what the expectations are from us and also from St. Joe's.
4. Publishing/Posting of Library Agendas: Discussed what we spend per year for posting the agenda in the Dodgeville Chronicle. Approximately \$550. In 2020-\$600. We receive 1 free subscription. Legally the agenda needs to be posted in 3 places. Discussed posting the agenda on our website or Facebook page. We also need to keep a good working relationship with the Chronicle. Discussion about when we have a special event we would purchase an ad spot. It was decided that Angela will explore options about printing agendas and using the money in other ways.

## **New Business**

1. Library Standards: WI Public Library Standards, 6th Edition Checklist is included in email. Please note for your information. Angela has highlighted areas for our attention and also made comments in areas of concern. There are 3 Tiers of standards. Our library is in Tier 1.
2. Updating Position Descriptions: Angela noted these have not been updated recently. She will bring descriptions of positions to the board for approval.
3. 2023 Budget Preparation: Budget will be due in early October. The board will approve the budget before it goes to the City. In preparation for our new building, it was noted that our costs will increase. Staff will be on each level.
4. 2021 Carryover: \$68,000.00 carryover. Need to consider how we carryover the money. No decision now, we will talk more during budget discussions.
5. Hours of Operation: Discussed different options to increase the hours the library is open. Having Saturday hours again was brought up-possibly opening at 9:00. Also discussed having a trial period for the changes in hours.
6. Special Collections: For a donation we should decide if the collection that is being donated meets the community needs. The library accepted a large collection of humor books. A large amount of the material is either old, outdated, or not appropriate. Jody will check into the promise made to the family that made the donation.
7. Library Director's Report: Angela gave her Director's report in print and also emailed to members.
8. Treasurer's Report: Angela gave the Treasurer's report. Please note the financials included in the email.
9. Acceptance of monthly bills: Nancy Howard moved to accept monthly bills, second by Kari McSherry. All in favor. Motion passed.
10. Concerns and Comments of the Board: The book club book is: The Authenticity Project.
11. Future Agenda items: Budget, update on St. Joe's library cards for students/school, Agenda posting.

**Future Meeting:** The next meeting will be on Monday, September 12, 2022 at 5:00 p.m.

Meeting was adjourned at 7:03 p.m.  
Respectfully submitted by Kari McSherry