

## Minutes: Lomira QuadGraphics Community Library Board Meeting

### ***Call to Order***

- The meeting was called to order at 6:03p on March 7, 2017, by Nancy More.
- Present: Kelsey Johnson, Marcia Valle, and Sarah Rabideau.

***Minutes*** Approval of the January 3, 2016 minutes. (Johnson/Valle)

### ***Treasurer's Report***

With Sara Zimmel absent, a formal treasurer's report was not given. Nancy showed a grid of expenses and income, the feasibility of which she will discuss with Sarah as a tracking tool for our resources for future meetings.

### ***Old Business***

- Circulation was reported as slightly off (-2%) the 2016 average through February, but given the trend of declines in the 19% range last year, we are hopeful that we will continue on a positive path.
- Sarah reported that she is fully staffed. Barb Hoff resigned and has been replaced by Alicia Gueara. Diane Lemke and Devon Tornngren have both returned from their leaves. Sarah further reported that all staff are fully trained and are demonstrating strong problem-solving skills which has improved library service. Marcia asked about Story Time, and Sarah reported that both morning and afternoon sessions are going well. Morning programs are now more age-appropriate. She has received some informal positive feedback and no negative feedback.
- There are funds accruing from unpaid salaries to Ann Kohli (~\$3000) which Sarah would like to fold back into the Village budget as a good-will gesture. Kelsey will announce this donation tomorrow evening at the Village Board meeting.
- Sarah reports that the Monarch system is going very well; she feels it is an improvement over the previous set-up. Tech support is adequate.
- No new children have achieved the 1000 Books designation.

### ***New Business***

- Sarah reported that she has renewed the movie license for the library. In addition, since we have funds available, she is working with the Village to purchase projector, speakers, and screen for the Village common room so that movies can be shown in this area. Kelsey mentioned that Danny David on the Village Board would be a good resource for obtaining this equipment. Sarah will follow up with him. We are aware that copyright laws restrict public announcements of movie titles, but we believe our internal newsletter can contain this information. Sarah and Nancy will investigate this further.
- Sarah and Nancy reported that Quad Graphics has offered to become more involved with the library activities. So far they have pledged to provide:
  - Story Time guest readers, starting March 29
  - 2 recycling/environmental executives to speak at an Earth Day program April 12
  - Circulation of "Lomira Reads" applications through their Lomira plant
  - A "parking lot activity" such as a brat fry in conjunction with our Sept Vendor Fair to help attract attention to this fund raiser
- Sarah is working on Magic the Gathering (for teens) in March and Chad Lewis (for all audiences) for May.

- A “Lomira Reads” publication, consisting of book recommendations from Lomira citizens for Lomira citizens is being developed. Each Board member is invited to contribute. Nancy will follow up with Bob about involving the school and Kelsey suggested contacting Nellie Breske, the reading specialist, as well. Nancy will attend the Village Board meeting tomorrow night to encourage these leaders to submit recommendations.
- A board painting program is scheduled for April 27, and a floral program will be added around Easter time.
- The guest author scheduled for April 19<sup>th</sup> will be pushed off till sometime in May; Sarah will follow up.
- Sarah will attend a meeting on March 10 regarding summer reading.
- History’s Mysteries, tentatively scheduled for May 4, will be discussed off line by Sarah and Nancy.
- Nancy noted that there are “Trustee Essentials” binders which, among other things, contain a copy of our by-laws. Neither Kelsey nor Marcia had copies. Nancy noted that our by-laws call for a monthly meeting of the Board. We will either need to start meeting monthly or we will need to amend our by-laws. This will be a topic of the next Board meeting and will include obtaining a copy of the binder for each Board member.
- Though no new “Friends of the Library” activities were available for dissemination this evening, Nancy suggested that an update on this organization’s activities become a routine part of the Board meeting.

***Next Meeting/Adjournment***

- Meeting adjourned at 6:30p. (Valle/Johnson)
- Next meeting: May 2, 6:00p.