

Mondovi Library Board Meeting
May 8, 2018, 4:30 pm

Members: Present: Mindy Hayes, Bob Stoughton, Dawn Bloom, Sonja Kamla & Arin Wilken

Review Needs Assessment: Arin read the board the results of the needs assessment along with future dates for meetings with Keller:

Timeline

4/24 – Needs Assessment
5/15 – Needs Assessment (finish)
5/30 – Accept Needs Assessment
6/6 – Prelim plan review
6/19 – Prelim plan review
7/3 – Interior design review
7/17 – Interior design review
7/31 – Prelim plan review
8/14 – Extra Meeting / Budget review
Mid – late August – Presentation date

Minutes: The minutes from the **March 10, 2018** board meeting were read ***Motion to approve made by Bob, 2nd by Mindy. Motion carried.***

Librarian's Report April 2018:

1. Circulations have been steady. Items deleted is high which is typical prior to the FOL sale.
2. Children's Programs have been well attended. The Teen Advisory Board (TAB) is going really well. Adult programs have been ok.
3. Library staff has been attempting to keep track of the number of people coming into the library and what they do while there. It is very difficult to do at times with a small staff especially during busy times. Arin estimates their accuracy to be approximately 60-65% because of this.
4. Arin has been informed that two of the public desktop computers are no longer supported by Microsoft. The tech team from WRLS is pricing out new computers that will meet the library's needs although funds are limited at this time. Kathy W. is going to speak to the FOL about this, but they wanted to wait until after the book sale.
5. Great turnout for the book sale. Lots of help setting up, but very little help taking down. Very low baked goods. Final numbers on the sale were not available yet.
6. Waiting to hear soon regarding a Dollar General Summer Reading Grant that has been applied for. The website says recipients will be notified by May 10.
7. TEACH (Technology for Education Achievement) Grants, previously only available to schools, have been opened to public libraries as well. Arin is attending a meeting in West Salem in April to help reach a consensus amongst WRLS libraries that qualify (Mondovi does) as how to approach the requirement that we spend a certain amount of money in 2019 to receive the TEACH funds.
8. The components from the \$5000 Office Makeover have arrived and are being stored in Bob Stoughton's garage until we can move the old units out and the new in. Craig Nelson has volunteered to help. He will need help moving things around and lifting. {suggestion was made to Arin to check with the high school for some volunteer help}
9. Arin and Terri Vettrus will be meeting with representatives from Keller Inc. on May 17.
10. Arin and other city department heads have been asked to attend quarterly city council meetings to report.

Motion made to approve April Librarians report by Mindy, seconded by Dawn. Motion carried.

Expenditures:

Motion made Dawn, seconded by Bob to pay expenditures Apr18.027 through Apr18.035. Motion carried.

Financial Secretary's Quarterly Report

Motion made to approve the financial secretary's report made by Bob, 2nd by Dawn. Motion carried.

Payment of \$3000 to Keller from building fund/budget/combination: *Motion made to table until next meeting when we have more members in attendance by Mindy, seconded by Dawn. Motion carried.*

Air Conditioning Unit: Wright Refrigeration will have a rep coming to the library with an estimate. *Motion made by Bob, seconded by Mindy to table this item until next month also when we have the estimate. Motion carried.*

Motion made by Dawn 2nd by Mindy to convene in closed session per WI Statute 19.85 (1)c at 5:26 pm.

Motion made by Bob 2nd by Sonja to reconvene to open session at 6:07 pm

Final question/comments from the Board: Dawn gave a verbal resignation for the end of 2018. She will submit a letter to the mayor..

Final question/comments from the Public: None

Next meeting: Tuesday, June 5, 4:30 pm

Motion to adjourn made by Bob, seconded by Mindy at 6:15 pm. Motion carried.