

Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, March 18, 2013, 6:30 pm

Present: Julie Caldwell, Richard Helmick, Sharon Knight, Rose Mary Leaver, Donna Nosek, Vicki Santacroce, Jim Winship

Administrative Staff Present: Stacey Lunsford, Diane Jaroch, Cathy Bloom

Also Present: Cameron Clapper

1. President Nosek called the meeting to order at 6:35 p.m.
2. The consent agenda was approved as presented. MSC (Knight/Leaver) Ayes: Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
3. The circulation, service, and Mango statistics reports for February 2013 were acknowledged and accepted as presented. MSC (Leaver/Helmick) Ayes: Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
4. The treasurer's report for February 2013 was acknowledged and accepted as presented. MSC (Helmick/Leaver) Ayes: Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
5. Citizen input regarding matters not on agenda; no action at this meeting: NONE.
6. OLD BUSINESS
 - a) Library Building Expansion Project ~ Board brought up concerns and questions regarding exploration of partnering library expansion project with a multi-use facility project with the Parks and Recreation Department. Discussed needs for facilities that would expand recreational programming for senior citizen opportunities, children's programs, and media services. Library has already invested money in land and planning, what would be the responsibility of the Parks and Recreation Department? Explore updating conceptual plan from Architecture, Rick McCarthy, with possible community spaces included.
 - b) Council and Community Communications ~ Stacey Lunsford was suppose to present at the City Council meeting March 19, but she unexpectedly needs to attend an urgent meeting for the SHARE Council instead.
7. NEW BUSINESS
 - a) Investment Policy ~ The Board reviewed the policy.
 - b) Boopsie for Libraries ~ Motion was made to table the decision to purchase the Boopsie library App for mobile devices until Board members can explore and trial the App. MSC (Winship/Knight) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
 - c) Motion was made to change our hospitality offerings for the public with addition of a commercial Keurig coffee machine. MSC (Helmick/Knight) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
 - d) Repurposing the White Memorial Room ~ Motion was made to repurpose White Memorial Room as a trial Maker Space for 12 months. MSC (Caldwell/Helmick) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
8. DIRECTOR'S REPORT (As submitted by Stacey Lunsford)

SUGGESTION BOX: None

DIRECTOR'S REPORT

- a) I attended the first meeting of the SHARE Agreement committee on February 22. The meeting was very productive and we drafted five sections of a proposed 13. Our next meeting is scheduled for Thursday, March 14, following the Directors Council meeting in Horicon.
 - b) I attended a meeting of the Jefferson County library directors on Monday, March 11. We had presentations from the vice president of the new osteopathic medical college that will be opening on the old St. Coletta campus, from a Milwaukee public relations firm called Translator, and from representatives of the Jefferson County Economic Council who discussed broadband access for all of Jefferson County as a necessary infrastructure development that they will be pursuing.
 - c) The Friends of the Library completed their spring book sale. They made over \$1200. They approved the purchase of a new 55 or 60 inch TV for the Community Room that will be mounted on the south wall. This will replace our old TV, which is several generations out-of-date.
 - d) I have included a copy of the judgment against the tenant that was formerly in the Maas house. She and her family caused some damage to the house.
9. ADULT SERVICES REPORT (As submitted by Diane Jaroch)
- a) The small lobby display case for February featured the Academy Awards. The theme was "And the Winner Is..." and past Oscar winning movies were displayed along with Barbie Dolls dressed in their finest attire. The display was a group effort as several staff members assisted with different aspects of the display. Just like in Hollywood we had a hairdresser, outfitter, etc. It was just what we all needed to boost our spirits during a long, dreary winter.
 - b) In conjunction with the "And the Winner Is..." display case we also held an Oscar game. The game was open to all library patrons. Patrons were given a ballot to fill out so they could vote for their Oscar winners. Eight people played the game and there were two winners, a tie, just like at the Oscars. Both winners got eleven out of the twenty-four categories right.
 - c) The Circuit program on February 5th was a great success. We had 15 in attendance and had a nice variety of ages attending. We even had two male college students participate in the program. Patrons were eager to hear of other hands-on programs we would be offering in the future.
 - d) On February 12th the management staff met with Choton Basu and Bill Bowen from Strive to discuss implementing an online registration system for library programs. It will be especially useful for the Summer Reading Program.
 - e) Cathy and I met with our new practicum student, Lindsey Giller on February 11th. She will be working with us this semester.
 - f) A student from UW-Whitewater needed to interview a librarian for one of her classes so she came to the library and asked me questions about the library and how business is conducted at our library.
 - g) I attended the workshop "Programming for Teens, 20-somethings, & Beyond" on February 28th at the Wintergreen Resort in the Wisconsin Dells.

- h) On February 21st I participated in a webinar sponsored by the Department of Public Instruction to learn how individual Wisconsin libraries can benefit from an upcoming nationwide library marketing initiative. The EveryoneOn campaign, which launches on March 21, 2013, has the potential to heighten public awareness of the key role libraries can play in fostering digital literacy. Participants of the webinar learned about the development and goals of the national campaign.
 - i) I met with Terry Honeycutt, our book vendor from Unique Books on February 19th. He always has a nice variety of non-fiction books and DVD's.
 - j) I have lined up some programs for the month of April. Stacey and I will be hosting a book discussion in conjunction with The Big Read, and on April 20th, also in conjunction with The Big Read we will be hosting the program "Learning to Tell Our Story: Auto/Biography & Oral Histories", a two hour workshop lead by Brian "Fox" Ellis of Fox Tales International. On April 13th Gary Niebuhr will be here to conduct a book Making workshop.
10. YOUTH SERVICES REPORT (As submitted by Cathy Bloom)
- a) February was a busy month. Our monthly/weekly meetings were Story times (3 per week), Lego Club, and Home Schooling.
 - b) The Snow Dogs program was held in conjunction with Whitewater's Freeze Fest. This was our best attendance for this yearly program. Excellent publicity for the library! I don't know who enjoys this program more: the children or the dog owners.
 - c) I'm happy to report that the Friends of the Library have been receiving donations for the Book It race.
 - d) Sherry and I have finished confirming the dates for the performers for this year's Summer Reading Program, and most of the supplies have been received. The themes for this year are Dig into Reading (preschool and elementary) and Beneath the Surface (young adult).
 - e) Young Adults involved with the Battle of the Books need to read 10 books chosen for the tournament. It is the responsibility of the librarians who are on the BOB committee to read 3 or 4 of the books and to write 10 questions about each book. I just started my first book.
11. Board member reports: NONE
12. Board member requests for future agenda items: Explore annual staff recognition opportunities from the Board and treat for staff in April from Board.
13. Confirmation of next meeting on April 15, 2013, 6:30 p.m.
14. Motion was made to Adjourn into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." MSC (Leaver/Helmick) Roll call vote Julie Caldwell, Richard Helmick, Sharon Knight, Rose Mary Leaver, Donna Nosek, Vicki Santacroce, Jim Winship

Item to be discussed: (1) Annual evaluation of the library director

Motion was made to reconvene to open session at 9:15 p.m. MSC (Knight/Helmick) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship
 Noes: None

* Items denoted with asterisks will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion

Minutes submitted by Vicki Santacroce, Board of Trustees Secretary

Vicki Santacroce

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.