

Lester Public Library of Arpin Meeting Minutes

8091 County Road E, Arpin, WI 54410 October 7th, 2019 at 7 p.m.

Called to Order by President Jill Richardson at 6:59 p.m.

Present: Jill Richardson, Lesley Bauer, Katie Hartwig, Melissa Hardinger, Karmen Bouma and Jamie Delikowski

Absent: Rebecca Niese

Additional Attendees: Shirley Dupee, Director Stacy Kunding

Approve September 2019 minutes

Move to accept September minutes as presented.

Motion made by Katie Hartwig, Seconded by Jill Richardson, Motion passed.

Approve September 2019 expenses

Move to accept September expenses as presented.

Motion made Jill Richardson, Seconded by Katie Hartwig, Motion passed.

Approve September 2019 payroll

Move to accept September payroll as presented.

Motion made by Jill Richardson, Seconded by Lesley Bauer, Motion passed.

Discuss/Approve 2020 Proposed Budget

Move to accept 2020 Proposed Budget as presented.

We won't know how much the Wood County levy will be until November. The budget from 2018 to 2019 increased due to full staff, pay increase, wage increase (to compete with neighbor libraries), and items bought for story hour. 2018 wages were down because of Beth not being there, we did not pay for the SCLS services early, and did not have the approved budget. Stacy also mentioned that the patron computer will need to be replaced, furnace to be serviced, ½ estimate for lightening, and central air will need to be cleaned next year. LP gas has a slight increase, maintenance fees increased as Stacy was reimbursed for colored copies made at her house for summer program (no color copier at the library). Program cost was down due to donations, magazines down due to lower prices, promo ads are down due to using Facebook, professional services will be paid in full, and antivirus went up for a 2 year subscription.

Motion made by Katie Hartwig, Seconded by Lesley Bauer, Motion passed.

Discuss/Approve: Rules for on-line safety for children under 18 years of age. Policy 7a

"Does not filter" was added.

Motion made by Lesley Bauer, Seconded by Katie Hartwig.

Library Director Report:

- The library will have a new volunteer on Wednesdays.
- OLL (Outer Library Loan) has started at the library. When the item leaves through transit and until it gets checked out it is the responsibility of the library's. Due dates are different from ILLs.
- Children's books and the adult paperbacks have been weeded. Adult fiction will be weeded at a later date.
- The Library has the following programs planned for October and November: Coffee and Garden Talk, Disaster Preparedness, Card Making, Writing Your Own Obituary, Book Sale, Halloween Party, CPR Certification and Stop The Bleed

Board Discussion:

- Stacy will continue to work with Karmen on reconciliation of the library checkbook. Karmen will bring in her computer.
- Melissa brought up an idea for vendors to have a craft show - proceeds going to a cause (the library). Melissa will look into this.
- 2020 Proposed Budget was presented, discussed, and approved.
- New shelving needs were discussed for the children's area and for the teen room. As well as moving the ethernet port in the children's area. Standard shelving will not work for our needs. Metal shelves were discussed instead of wood, so shelves won't bow. Tabled until November when we will know how much funding we will get.

- If needed, we can use the interest from the foundation to pay for shelving and upkeep with the Library (amount fluctuates)

Motion to adjourn by Katie Hartwig, Seconded by Melissa Hardinger at 7:39 p.m.

Next meeting will be held Monday, November 4th at 7 p.m. Meetings are open to the public.