

Mayville Public Library Board Meeting January 10, 2019

1. The meeting was called to order at 6:10 p.m. by Board President Grant Larson. Present: Grant Larson, Geri Feucht, Dianne Slater, Sue Smith, Kim Olson, Mike Schmidt and Librarian Alixe Bielot. Guest: Gene Frings. Absent: Lee Zarnott.

2. Public Comment: None

3. Minutes: After review, Olson moved to accept the minutes of the 11/08/2018 meeting; Motion seconded by Smith; motion approved.

4. City Budget Report: After review, Schmidt moved to approve the November and December, 2018 reports; seconded by Olson; approved.

5. Payment of Bills: After review, the motion and second to approve payment of the November and December, 2018 bills was made by Schmidt and Olson. Motion approved. The totals for November are as follows: General Fund: \$2,703.39; Dodge County: \$1,635.59; Library Trust Fund: \$1,385.71; Total: \$5,724.69. The totals for December are as follows: General Fund: \$3,759.28; Dodge County: \$182.22; Library Trust Fund: \$1,897.90; Total: \$5,839.40.

6. Library Treasurer's Report: After a short review Smith made a motion to approve the November and December, 2018 reports. Schmidt seconded. Approved.

7. Library Director's Report: LIBRARY STATISTICS: Alixe presented the November and December, 2018 receipts and statistics. Traditional circulation has gone down, as it has in most public libraries across the country. The number of virtual checkouts by our patrons of e-materials, however, matches almost the exact number that circ has gone down since 2017. MEETINGS/ ACTIVITIES: Alixe wasn't able to attend today's Directors' Council but will be kept up to date about results of the meeting. FRIENDS GROUP/UPCOMING EVENTS: Geri was excited to report that the Friends now have a new group of four enthusiastic officers. She looks forward to the activities that the Friends can promote during the next year. The Friends donated some money towards the purchase of Legos and the repair of the swinging sign that announces events on the Main Street sidewalk of the building. The Friends are currently promoting a Peanut Butter and Jelly collection for the local food pantry. A Movie and Craft program of Disney's *Aladdin* is planned for February 16th, the time TBA. The group is preparing for the March 9th Polka Dance--a big annual fundraiser—as well as the annual capital/membership campaign. BUILDING: Alex had the gas line coated—a safety issue. The sump pump had to be replaced—also a safety issue. In December the heat went out and we needed a service call from SureFire. The hot water heater quit and had to be replaced. Olson made a motion and Schmidt seconded to replace the sink and other plumbing in the women's bathroom—Passed. We discussed hiring a new cleaning person since our last person quit. The building continues to “nickel and dime us.” STAFF/ UPCOMING EVENTS: Legos Saturdays and Mondays, the monthly book club, Genealogy Group and Story Times are resuming this month. We no longer have a demand for the daytime Story Times, so the regular series will continue on Wednesday evenings beginning January 30th. Schmidt moved to accept the Director's Report. Seconded by Olson. Accepted.

8. Unfinished Business:

A. New Library Project—Smith and Larson reported.

1. Building project donation—Larson reported.
2. Library site committee—nothing new to report.
3. PR Management Update—(see above). Smith is working with a local source to create press releases.
4. Next step in building process; RFPs to architects; Donation page, etc.-- Larson stated that we will begin fund raising efforts; begin a feasibility study/ and pursue grants.

Sue informed us about a building consultant who will be at the Library on Wednesday, January 16th at 6:00 p.m. to answer questions we might have about initial Library building planning stages, choosing an architect, budget planning and other aspects pertinent to the Library building project.

After additional discussion, Olson made a motion to pursue the hiring of a software professional to create a secure online donation page. Schmidt seconded. Passed.

9. New Business:

A. Discussed with possible action: Approve Monarch ILS agreement and Monarch Membership agreement: Smith motioned and Slater seconded to approve. Approved.

B. Discussed with possible action: Adopt Parasite Policy. Tabled.

C. Discussed with possible action: Approve Milwaukee Zoo Pass policy: Schmidt made a motion and Smith seconded to approve the policy with the understanding that after some research, changes might be made. Passed.

D. Discussed with possible action: Purchase of one staff computer/monitor: Smith made a motion and Schmidt seconded to purchase. This will be paid from the General Money Market Fund. Passed.

10. Discussed with possible action the next meeting date: February 14th, 2019, 6:00 p.m. Geri informed the group that she won't be available for the next meeting due to surgery that morning. She mentioned this only because someone else will need to take minutes.

11. Adjournment—A motion was made and seconded to adjourn at 7:40. Passed.

Respectfully submitted by Geri Feucht, Secretary

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