

Mayville Public Library Board Meeting  
March 11, 2021

1. The meeting was called to order at 6:00 p.m. by Board President Grant Larson. Present through Zoom: Grant Larson, Geri Feucht, Dianne Slater, Mike Schmidt, Sue Smith, Lee Zarnott and Librarian Jennifer Stasinopoulos. Excused: Rachel Forster. Guest: Sheila Steger
2. Public Comment: Smith asked when we might consider having meetings in person or a combination of in-person meetings with Zoom available. We discussed it but came to no conclusions.
3. Minutes: After review, Schmidt made a motion to accept the 02/11/2021 minutes with no changes. Smith seconded. Accepted.
4. City Budget Report: The budget reports may need some corrections due to some technical glitches. After review, Smith made a motion to approve the February, 2021 City Budget reports, subject to corrections. Schmidt seconded. Accepted.
5. Payment of Bills: After review, the motion and second to approve payment of the February, 2021 bills was made by Schmidt and Slater. Motion approved. The totals for February are as follows: General Fund: \$1,202.58; Dodge County: \$1,710.44; Library Trust Fund: \$1,272.51; Total: \$4,185.53.
6. Library Treasurer's Report: After a short review Schmidt made a motion to accept the February, 2021 report. Smith seconded. Accepted.
7. Library Director's Report:
  - A. LIBRARY STATISTICS: Jennifer presented the February, 2021 receipts and statistics with some corrections to the January statistics.
  - B. MEETINGS/ ACTIVITIES: Jennifer gave a detailed report about recent staff activities including her attendance at a Chamber of Commerce meeting. Jennifer had her picture in the Shopper's View recently. Sheila is recording book readings to go along with "Take and Makes." Sheila read to students at St. John's Elementary School. The Monarch System Director is leaving. Basement cleaning continues. Library materials continue to be weeded. The baskets "raffled" with tickets given for checking out Library items were a big success.  
FRIENDS GROUP /UPCOMING EVENTS: The Friends have an upcoming teen book discussion for March 23<sup>rd</sup> at 6:00 p.m. The officers will meet on April 13<sup>th</sup>. Geri sent out an email to the Friends members to help fill Easter Baskets for the Easter Basket Hunt (which conflicts with the teen book discussion).
  - C. BUILDING: 1. Discuss with possible action: Opening on Saturdays. After some discussion, Schmidt made a motion to open the Library on Saturdays from 9-1 beginning April 10<sup>th</sup>. Feucht seconded. Passed. 2. Discuss with possible action: People counting devices: This was tabled for now.
  - D. STAFF/ UPCOMING EVENTS: 1. Discuss with possible action: Summer Reading Planning, Animal Fair—Jennifer and Sheila are getting ready for these events. This year's SRP will include all ages. Jennifer is approaching members of the Chamber for possible prizes for

SRP. 2. Discuss with possible action: Staff hours and staff roles. Some staff members will be quitting during the next couple of months and Jennifer is preparing for this. She also wanted the Board to know that she is working on updating job descriptions.

8. Unfinished Business:

A. Update on new Library project:

1. Library Building project: continued discussion with possible action on Lib. Bldg. Committee recommendations. We briefly discussed some publicity such as a follow up photo re: Roundup for a Cause.

2. Discuss with possible action: Mayville Public Library Campaign Planning Committee materials and payment of the bills. Schmidt made a motion to pay \$598 for recent inserts in the Shopper's View. Smith seconded. Passed.

B. Discuss with possible action: Trustee Essentials

1. Chapter 2: Who Runs the Library. Feucht went over the chapter delineating duties of the Library Board, the Library Director and the Municipality.

9. New Business:

A. Discuss with possible action: Marketing in the Library, MailChimp, and Library Aware: This was tabled.

B. Discuss with possible action: addition of the electronic resource Hoopla: After some discussion Smith made a motion to purchase a subscription to Hoopla, allowing five checkouts per person per month, budgeting \$3,600 for one year, the money to come from the Dodge County account. Slater seconded. Passed.

C. Discuss with possible action: Fines, purging patron records, and Food For Fines. Discussion only.

D. Discuss with possible action: Advertisement in local publication (Per Tom Stumpner, the cost for ½ page is \$110, as well as free description of the Library (need to know by March 15). Discussion only.

E. Discuss with possible action: building donation targeted for microfilm reader. Informational.

F. Discuss with possible action: Bill for Shopper's View insert. See 8. A. 2.

G. Discuss with possible action: Krysan Memorial Purchase. Discussion only.

H. Discuss with possible action: Library Holiday closings. After some discussion Feucht made a motion to close the Library on April 2. Schmidt seconded. Passed. Other holiday closing dates were discussed but tabled.

10. Adjournment – Next meeting April 8, 2021 at 6 p.m. At 7:55 Schmidt made a motion to adjourn. Slater seconded. Passed.

Respectfully submitted by Geri Feucht, Secretary

Library Board Meeting Minutes 03/11/2021; submitted on 03/11/2021.

