

Sparta Free Library
Regular meeting of the Board of Trustees
February 6, 2017

The meeting was called to order by President Laura Koll at 6:02 PM.

Members present: Mary Von Ruden, Sandie Perry, Paul Lenz, and Amy Bernath. Also present were Youth Services Librarian Aimee Schreiber, Adult Services Librarian Kaycee Henderson, and Director Steve Thiry. Trustees Terry Putman and Reinhard Mueller were excused.

Approval of Minutes: Minutes from the January meeting were distributed. **Von Ruden, seconded by Lenz, moved to accept the minutes. Motion carried.**

Finances: A printed income report reflecting bills paid and income generated in January 2017 was shared. **Bernath, seconded by Von Ruden, moved to approve the bills. Motion carried.**

Directors Report:

Facility:

- The building expansion subcommittee will set up interviews with the 2 architectural firms that responded to our RFP beginning after February 16th. Talking points that Trustee Von Ruden developed will be used to guide the interviews and discussion.
- Staff office space moves are now complete. Reconfiguring the magazine shelves behind the new reference desk will be needed. Director Thiry is exploring options.

Financial:

- The Library received county reimbursement for Monroe and La Crosse Counties.
- WRLS IT will take over server maintenance on April, saving an estimated \$2025 in 2017.

Friends of the Library:

- The Friends book sale is scheduled for March 3 & 4, with Fall dates October 13 and 14.
- Bus trips are being considered.

Operations:

- Director Thiry and Adult Services Librarian Henderson will be participating in the Sparta High School Career Fair on March 1, reviewing resumes and performing practice interviews with students. There will also be booth with library resources for job seekers.
- Programs continue to be well attended. A Valentine Creation Station drew over 40 participants. Over 90 people are already enrolled in the Hot Reads program. Four Saturday game days are scheduled for the year, beginning with the last Saturday in February
- Renewal notices were sent out to anyone with an email that had a library card expire through March 1. Director Thiry noted that he anticipates a purge of unrenewed users in the next year and total patrons may decline with record updates.

New Business

A draft Patron Conduct Expectations policy was presented. **Bernath, seconded by Lenz, moved to approve. Motion carried.**

Director Thiry provided a copy of the 2016 Annual Report. **Bernath, seconded by Von Ruden, moved to approve. Motion carried.**

Other items for future consideration: Trustee Von Ruden proposed that the Board consider examining the possibility of changing meeting dates or times. Currently the Library Board meets at the same time as City Council Committee meetings and, as she sits on the City Council, this provides a conflict. The Board agreed to discuss the matter at the March meeting.

The next meeting will be on the first Monday, March 6, 6:00 p.m. - Library Lower Level – Multi-Purpose Room.

Von Ruden, seconded by Lenz, moved to adjourn. Motion carried. Meeting adjourned at 6:35 PM.