

Sparta Free Library
Regular meeting of the Board of Trustees
July 2, 2018

The meeting was called to order by President Laurie Koll at 5:02pm.

Members present: Paul Lenz, Sandie Perry, Terry Putman, Bruce Humphrey, and Reinhard Mueller. Also present were the Sparta Library Director, Shanneon Grant, Adult Services Librarian Kayce Henderson and Youth Services Librarian Aimee Schreiber. Trustee Amy Bernath was excused.

Approval of Minutes: Minutes from the June meeting were distributed. **Lenz moved to approve the minutes, and Mueller seconded. Motion carried.**

Finances: A printed report reflecting June expenditures and income was shared. **Mueller moved to approve the bills, and Humphrey seconded. Motion carried.**

Directors Report:

Programming:

- June was an impressive programming month with Sidewalk Chalk Day attendance at 56, ShrinkyDinks attendance at 110, Wendy's Wiggle Jiggle Jam attendance at 60, and Groovy Mondays regularly seeing 40+ attendees. Tech Tutor and Test Proctor services have also been increasing with more than 18 appointments in June.
- Beginning in July, the library will partner with the Dept of Workforce Development to provide 1-on-1 job searching assistance with careers counselor Myron Daubert. Myron's first sessions will be on July 26th with plans to return on a monthly basis.

Operations:

- Youth Services Librarian Schreiber was awarded a \$10,000 LSTA (Library Services and Technology Act) grant in partnership with Gary Boivert of the Meadowview Middle School. The grant will bring Hispanic authors of young adult literature to visit Sparta and will include book discussion, book club kits, and writer's workshops for students.
- In June Director Grant visited the newly built library in Viroqua (Viroqua's Director Trina Erickson also worked with Jodi Sweeney) and spoke with Muskego Public Library Director, who also worked with FEH Design for a renovation project to gather information and research best practices for the expansion.
- Library Directors at the WRLS Network Advisory Committee (NAC) voted unanimously to switch to text notification via a product called Shoutbomb. Implementation is scheduled for September. WRLS has encouraged directors to spread the word to trustees about the Public Library System Redesign Project. This is a multi-year project that is developing new models for library systems in our state to ensure more equitable access state-wide.

Building:

- No Smoking signs have been installed by the fountain and the bench along with cigarette disposal units to encourage proper disposal of cigarette butts. We are

emphasizing that their main purpose is not to encourage smoking but to provide a place to dispose of cigarettes instead of discarding them on library property.

Old Business:

- **Update on Sweeney Group Feasibility Study:** Since the June meeting, Jodi Sweeney has conducted four days of interviews with one more day scheduled this week. She hopes to present at the August board meeting to explain her preliminary findings. Also, FEH has been instructed to pull together a new drawing incorporating the most desired elements of the top two building plans at Jodi's request.
- **Review of Exterior Mildew Removal Proposal:** Richard Hundt of B&B Restoration has submitted a proposal to clean and pressure wash mildewed building exterior. Work will be completed by August 31st for \$2480. **Mueller moved to accept Hundt's proposal, Putman seconded. Motion carried.**
- **Update on Priority Building Projects:** Interstate Roofing have submitted a proposal to strip 40 feet of the low edge of the roof at a cost of \$2500. **Mueller moved to complete the work, Humphrey seconded. Motion carried.** Money for the work could come out of the library's contingency fund, currently approximately \$24,700. **Mueller moved to take \$5000 from the contingency fund to cover the roof repairs and mildew removal. Putman seconded. Motion carried.**

New Business:

- **Consideration of Noble Conservation Solutions Proposal:** City of Sparta is moving to convert light fixtures in city buildings to LED. Noble Conservation Solutions provided the library a proposal for \$16,439 to retrofit 80 fixtures and supply 69 new features. As a city department, we would get a reduced rate. The new fixtures would provide a substantial cost savings on utilities, with an estimate that the work would pay for itself in three years. **Humphrey moved to approved the proposal with monies from the contingency fund, Mueller seconded. Motion carried.**

Items for Future Consideration:

- **Consideration of Continued Work with FEH Design:** **Mueller moved to table this issue until after Jodi Sweeney's presentation at the August meeting. Perry seconded. Motion carried.**
- **Board Presence at City Council Meetings:** On advice of Jodi Sweeney, it might be advisable to have an increased presence at City Council. City Council meetings are held at 6pm on the third Wednesday of each month. President Koll will make an effort to attend meetings and invited other trustees to attend as well.

Confirmation of next meeting: Monday, August 6th at 5pm.

Mueller moved to adjourn, Putman seconded. Motion carried. Adjourned at 5:52pm.