

Sparta Free Library
Regular meeting of the Board of Trustees
June 5, 2017

The meeting was called to order by President Laurie Koll at 5:00 PM.

Members present: Mary Von Ruden, Paul Lenz, Sandie Perry, and Terry Putnam. Also present were the Acting Library Directors, Youth Services Librarian Aimee Schreiber and Adult Services Librarian Kayce Henderson. Reinhard Mueller and Amy Bernath were excused.

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

Finances: A printed income report reflecting income generated from March through May 2017 was shared, as well as a list of expenditures with comparison to budget for the same period. President Koll noted that fines increased again in May after a drop in April. **Von Ruden, seconded by Lenz, moved to approve the bills. Motion carried.**

Directors Report:

Programming:

- Library assistant Amy Weissenberger co-hosted a program in May for the first time, a trivia night. The program was well-received, and she will likely cohost another in the fall.
- Teen Crafternoon, Saturday Game Day, and Books on the Big Screen were all well-attended in May. Crafternoon will move to a weekly schedule during the summer, Saturday Game Day and Books on the Big Screen will pick up again in the fall.
- Groovy Mondays will also move to a weekly schedule during summer reading, along with the new STEM Challenges. Foreign film and Eco Documentaries series will each be held on alternating weeks beginning Wednesday June 7th and Thursday June 15th respectively.

Summer Reading:

- Youth Services Librarian Schreiber visited all Sparta area schools including St. John's and St. Patrick's to ensure every child in Sparta received summer reading information. Summer reading events for children, teens, and adults were also highlighted at Kiwanis Radio Days.

Operations:

- In May, Youth Services Librarian Schreiber attended the last of three WI Children's Book Award Committee meetings, and both Schreiber and Adult Services Librarian Henderson attended the WRLS Social Media and Marketing Workshop. Scheduling and program delegation is in place for the June ALA conference trip.
- With help from WRLS IT, a new computer (formerly the director's computer) has been installed to manage the library's Envisionware system. This should bring an end to the problems patrons have had accessing library computers. A new computer will need to be purchased for the incoming director.

New Business:

Budget:

- Trustee Von Ruden noted that we need representation at the May City Council meeting as that is when the Council lists and prioritizes future projects.

Director Hiring Committee:

- President Koll and Trustees Perry and Bernath interviewed two promising candidates for the director position. Shanneon Grant is the top candidate and has followed up her interview with several more questions about the position. Librarian Schreiber will respond to her questions, and President Koll hopes to offer the position to Ms. Grant later this week.

Building Committee:

- Trustee Mueller has scheduled a meeting with the architects for June 12th at 4pm. As more than three members of the board plan to attend, the meeting will be posted as a special meeting of the board.

Steps Project:

- Trustee Perry will call the restoration expert to remind him about submitting plans to the Historical Society. Approval from the Historical Society must be granted before work can begin.

Flag Pole:

- The installation of the new flag pole will be scheduled for this fall so as not to disturb the library landscaping.

Bike Racks:

- Library staff has fielded requests about replacing the old bike rack behind the library. We will research replacing bike racks with either newly purchased racks or other bike racks obtained from the city. Trustee Von Ruden will check with City Hall if there might be bike racks available for our use.

Painting Project:

- Tim Korn from Korn's Custom Painting came into the library expecting to schedule a major repainting project he had discussed with Steve Thiry. There does not appear to be a record of an estimate in Thiry's notes, so Librarian Henderson will inquire with Mr. Korn. If there is no estimate for a large scope of work, we will inquire whether he might be willing to scale the project down to just touch-ups rather than a full repaint. In either case, scheduling painting will need to wait until after the new director is in place.

Friends of the Sparta Free Library:

- The Friends of the Sparta Free Library elected a new board at their meeting in May. The new board plans to hold bimonthly meetings. The October book sale has already been scheduled with the Barney Center and the Challenge Academy.

Items for Future Consideration:

The next meeting will be the first Monday, July 3rd at 5pm in the library programming room.

Von Ruden, seconded by Putman, moved to adjourn. Motion carried. Meeting adjourned at 5:58pm.