

Sparta Free Library
Regular meeting of the Board of Trustees
April 1, 2019

The meeting was called to order by Vice President Sandie Perry at 5:09 PM.

Members present: Paul Lenz, Amy Bernath, Terry Putman, Reinhard Mueller, and Bruce Humphrey. Also present were the Sparta Library Director Shanneon Grant, Adult Services Librarian Kayce Henderson, and Youth Services Librarian Aimee Schreiber. President Laura Koll was unable to arrive until 5:20 PM.

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

Finances: A printed report reflecting March expenditures and income was shared, as well as a financial statement reflecting year to date actual expenditures as compared to budget projections. **Mueller, seconded by Lenz, moved to approve the bills. Motion carried.**

Directors Report:

- Programming

March Programming Highlights: March was a great month for library programming. The month started with 131 attendees at the youth services Seuss Party. Teen Zombie Apocalypse Escape Room had a great response from participants, with multiple requests for future escape room programs. Additionally, outreach to the local daycares for weekly storytimes continues, averaging 24 children at each visit. Spring Craft Day rounded out this month this past Saturday with 99 people dropping in to make seasonal crafts. Individual Tech Tutor sessions continue to gain popularity, breaking the previous record with 17 appointments this month. Total March program attendance was 1,365 people.

Upcoming April Programming: There is a unique children's event coming up based around the Dragons Love Tacos picture books and will include games, crafts, and of course, taco eating in conjunction with a no school day on April 22nd. For teens, a Protect Your Peeps program will run the Saturday after Easter and involves protecting, throwing, and eating Peeps. The Library will again be offering Food for Fines program during National Library Week 6th-13th. April 12th is the 2nd Annual Appreciation Breakfast. The 5th Shop Talk program with a speaker funded by the Wisconsin Humanities Council will also be conducted.

- Operations

Professional Development & Collaboration: On 3/11, Director Grant attended WRLS training on a database called Reference USA, which is now available to card holders in the system. Youth Services Librarian Schreiber attended a CBAC Meeting on 3/19. She was also interviewed for an article featured on the DPI website called, "Play Make and Learn in the Sparta Free Public Library." Adult Services Librarian Henderson was notified that her proposal to present at the WLA conference was accepted.

Technology & Equipment: Per the newest Loffler lease agreement, equipment (for printing, copying and scanning) was delivered and installed on 3/19. On 3/28, WRLS tech support migrated timing software on patron computers. Tracsystm has replaced Envisionware. Kudos to all involved for continued patience through the transition and troubleshooting.

AED: Sparta Area Ambulance provided an AED to the library, as well as training for staff.

Friends of Sparta Free Library: Friends reports that their spring book sale on March 15 & 16 made \$1518.50. FOSFL has their next meeting on April 4 in the lower level multipurpose room at the library.

- Building & Grounds: Choice Security has installed wiring for the replacement cameras. Cameras are being ordered and installation will happen in April.

Old Business:

Campaign Planning Update: Director Grant provided the following information:

Honorary Committee Informational Event on March 14th was well attended. Special thanks to Barbara Rice for hosting the event, as well as our Friends group for providing refreshments. We received positive feedback, an offer of two gifts, and a commitment from Kwik Trip.

Videographer Justin McGrath of Higher Concept Media began capturing footage for the promotional video on Saturday, March 30th. Justin was able to record storytime and the crowds at Spring Craft Day event. We are working to schedule another shoot date for interviews with the campaign co-chairs. Drone footage of our exterior and surroundings will also be incorporated.

Our full campaign committee meets again on April 4th. John and Sherri La Course are joining us.

New Business: None.

Items for Future Consideration: None.

The next meeting will be the first Monday, May 6, 5:00 p.m. – Library Lower Level – Multi-Purpose Room

Bernath, seconded by Putman, moved to adjourn. Motion carried. Meeting adjourned at 5:35 PM.