

**Sparta Free Library
Regular meeting of the Board of Trustees
May 6, 2019**

The meeting was called to order by President Laurie Koll 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, Youth Services Librarian Aimee Schreiber, Consultant Jodi Sweeney of the Sweeney Group, and Mayor Kristen Gust.

Capital Campaign Update: Consultant Jodi Sweeney provided an update on the Capital Campaign for the Library renovation/expansion project.

- A campaign timeline is being finalized.
- The Campaign steering committee is being trained on strategies for solicitations.
- The theme of family legacy donations was discussed, with recognition in the form of a donation tree in the facility with leaves representing the families who contribute. Larger donations could be recognized by having the family name on the trunk of the tree. Trustee Mueller stressed the need to provide recognition opportunities for lower levels of contributions. Director Grant assured the Board that these opportunities will be provided, including exterior walkway pavers.
- Research is ongoing for potential private foundation and public grants. Trustee Humphrey is scheduled to meet with Wisconsin state Senators VanderMeer and Testin again this month. Both have agreed to provide letters of support for any grant proposals. Trustee Humphrey will further contact Congressman Ron Kind and Senator Tammy Baldwin for similar letters of support. Mayor Gust volunteered to contact Senator Ron Johnson for similar support.

Approval of Minutes: Minutes from the April meeting were distributed. Trustee Humphrey noted that he was not present for the April meeting and asked that the minutes be amended to reflect his absence. **Mueller, seconded by Putman, moved to accept the minutes as amended. Motion carried.**

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

Directors Report:

- Programming

April Programming Highlights: The high point for Children's programming in April was Dragons Love Tacos Party which over 90 people attended. There was also an enormous Lego Club session on April 13, with 65 participants. Teens were very vocal about how much they enjoyed Teen Peeps War, held at the end of the month, where attendees had to build a fortress and a catapult and then engage in marshmallow battles. April also saw this year's final WIN (after school program) visits for read-alouds and activities. For adults, Book Club, Knitting Club, and Adult Arts & Crafts continue to have strong turnout (starting in June, offerings of Knitting Club and Adult Arts & Crafts will double). The most exciting adult program in April was a ShopTalk sponsored by the Wisconsin Humanities Council. Illustrator Anne Horjus visited to talk about the creative process on his most recent picture book, Sleep, and to offer advice to aspiring artists and authors. Our total April program attendance was 722 people.

Upcoming May Programming: May rolls in with Summer Reading visits to area schools, getting students excited about summer events at the library. This month will see the last spring sessions of Storytime, Teen Crafternoon, Groovy Mondays, Board in the Library, and Lego Club, as well as visits to the Parenting Place for storytimes. Adults will have one more regular offering of Book Club and Adult Arts & Crafts and two more offerings of Knitting Club before we kick off our summer schedule. Amy Weisenberger will also host one more Trivia Night May 15th.

- Operations

Professional Development & Collaboration

- Mid-month Youth Services Librarian Schreiber attended the second of three Children's Book Award Committee meetings. She also kicked off being a WRLS Youth Services Mentor by meeting with her mentoree at the La Crosse Public Library to work on goal-setting and time management techniques.
- Adult Services Librarian Henderson received word that the Helen Bader Foundation has approved the \$20,000 grant to set up a series of monthly Memory Cafes in 5 area libraries. We expect to start with our Memory Cafe at SFL in September.
- Director Grant attended NAC meeting where directors voted to hire a cataloger for the WRLS system with the goal of getting records into the catalog so materials can be processed and circulating in a more timely fashion. She also attended WAPL conference. As WAPL board member, she was a co-chair for the conference committee as well as an attendee. (Due to her commitment to our capital campaign and other time constraints, she has given the WAPL Board notice that at the end of her term, she will be unable to serve on this committee for another term.)

- Personnel

- The Youth & Administrative Library Assistant Position has been posted. We hope to fill it by the end of May. Paula Steigerwald's last day with us will be May 17th. Her personality and talents will be sorely missed, but we wish her all the best in her new position.
- Staff Development Day: May 16th the library will be closed as the entire staff will be attending a WRLS workshop called Working with Patrons Experiencing Trauma with Ryan Dowd. We continue to see an increase in patrons experiencing housing instability. Amy Weissenberger is participating in Coulee Continuum of Care, which is working to support four counties: Crawford, La Crosse, Monroe and Vernon Counties. Recently Amy was able to connect a patron in need to services for temporary shelter.

- Building & Grounds

- Security Camera: Choice Security completed install of new cameras. The image quality is far superior. (We now have 8 high definition digital cameras, with 8 more analog cameras to eventually replace as necessary.)
- Front Step Maintenance: Richard Hundt of B&B Restoration has provided an estimate of \$380.00 for the stair tread repair. More cement patching is needed to secure the handrail as well. Work is being scheduled.

- Roof: Another leak occurred in the corner of the Reading Room. Interstate Roofing determined the caulk came loose. The old caulk was removed and the area was recaulked.

Old Business: None.

New Business: None.

Items for Future Consideration: None.

The next meeting will be the first Monday, June 3, 5:00 p.m. – Library Lower Level – Multi-Purpose Room

Bernath, seconded by Humphrey, moved to adjourn. Motion carried. Meeting adjourned at 5:34PM.