

**Sparta Free Library  
Regular meeting of the Board of Trustees  
November 4, 2019**

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

**Members present:** Paul Lenz, Amy Bernath, Sandie Perry, and Terry Putman. Also present was the interim Library Director, Youth Services Librarian Aimee Schreiber. Trustees Reinhard Mueller and Bruce Humphrey were excused.

**Approval of Minutes:** Minutes from the October meeting were distributed. **Putman, seconded by Lenz, moved to approve. Motion carried.**

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

**Directors Report:**

- Programming

October Programming Highlights:

October featured lots of programs for all ages. The all-ages Board in the Library drew 15 participants. Adult Arts and Crafts continues to get good response and attendance, with 11 participants. The October Lego Club, with the theme “Spooky” had almost 50 attendance and many amazing Lego creations. Crafters who attended Harvest Craft Day got to be part of a collaborative art piece in the Children’s Area, sharing why they are thankful for the library. Star Wars Reads Day, one of the library’s annual events in partnership with the Deke Slayton Museum, featured new interactive stations and tasty treats. Thanks to an anonymous donor, every child who attended went home with a prize. The month rounded out with the annual Costume Contest on October 31<sup>st</sup>, where all ages get their photos taken to be entered to win book and candy prizes. Around 200 participated.

Upcoming November Programming:

November will feature another Memory Connections Café, with special presenter Barry McKnight from La Crosse Public Library sharing Adult Storytime. There will also be a pair of Medicare informational sessions mid-month. November will also kick off two additional series programs in Children’s: Geronimo Stilton Club, which will run after school on Mondays and Little Om Yoga, which will run on Fridays. A new program, Minute to Win It: Kids vs. Adults, will have kids and grown-ups going head-to-head in silly 60-second challenges. There will also be a Jewelry Heist-themed Teen Escape Room scheduled for after-hours at the end of the month.

- Operations

Personnel: Adult Services Librarian Kayce Henderson and Youth Services Librarian Aimee Schreiber attended the Wisconsin Library Association Annual Conference in Wisconsin Dells, October 9-11. Stand-out sessions included Motivating Staff, Starting a Library of Things Collection, and the Science of Play: STEM Programs for Children.

- Building & Grounds:

Roofing: Interstate Roofing fixed a leak near the roof access hatch that was leaking water into the Children’s Room ceiling tiles.

Winterizing: Service Plus Heating and Cooling serviced the A/C to get it ready for winter. City Hall is working to clean and winterize the library gutters.

Otis Elevator Maintenance: An Otis technician serviced the library elevator as part of the regular maintenance schedule.

### **Old Business:**

Status of Adult Services Librarian recruitment efforts: Sixteen applications were received and four interviews were conducted. Marissa Bazan was selected and will begin working on November 18<sup>th</sup>. She has 10 years of experience working in libraries.

Status of Library Director Recruitment Efforts: The position was re-posted. One highly qualified candidate has already been identified and is scheduled to interview the week of November 10<sup>th</sup>. President Koll reported that she had e-mailed two previous candidates asking for their insights and recommendations for future recruitment and interview tactics. One responded, stating that her reasons for declining an additional interview were based solely on changes in her personal situation. She had no criticisms or suggestions for future recruitment efforts.

### **New Business:**

A 24-month CD at Union Bank (approximate value of \$14,000) is set to mature on November 20<sup>th</sup>. **Putnam, seconded by Perry, moved to redeem the CD and transfer the funds into the Capital Campaign Expenses checking account. Motion carried.** Trustee Bernath will see to the transaction.

**Items for Future Consideration:** None.

The next meeting will be the first Monday, December 4, 5:00 p.m. – Library Lower Level – Multi-Purpose Room

**Bernath, seconded by Lenz, moved to adjourn. Motion carried.** Meeting adjourned at 5:29 PM.