

## **Minutes of the Meeting of the Kimberly-Little Chute Public Library Board**

December 21, 2010

The meeting was called to order at 4:30 p.m. by President Moes at the Gerard H. Van Hoof Library in Little Chute.

PRESENT: Sarah Dollevoet, Jim Hietpas, Tamara Maxwell, Jim Moes, Judy Stangel, Rose Vander Velden.

OTHERS PRESENT: Beth Carpenter, Ann Hardginski.

Vander Velden moved, seconded by Stangel, to approve the minutes of the November 16, 2010 meeting. Motion carried. Stangel moved, seconded by Hietpas, to approve the invoices for November, 2010. Motion carried. The November 2010 financial and statistics reports were discussed. Trentlage entered the meeting at 4:35 p.m.

### **DIRECTOR'S REPORT**

The main focus of Carpenter and much of the library staff for the past month has been weeding the Kimberly collection, building book orders, cataloging and processing new materials purchased with the Contingency Funds provided by the Village of Kimberly Board of Trustees.

Carpenter has been informed that the LSTA grant for electronic doors at both locations has been recommended for funding by the LSTA Advisory Committee. Final approval by the State Superintendent is required before the award is official. The library also received a \$1,100 grant from the Great Wisconsin Cheese Festival Board to start a "1,000 Books Before Kindergarten" program. Materials are being purchased, and the program will launch in Fall of 2011.

Staff met on December 18<sup>th</sup> for training on the new Teacher Card procedures. Hardginski announced this new service in a teacher newsletter and will continue to work with schools to distribute information about this service and other youth services available at the library.

Carpenter continues to work with Fox Cities Reads and Fox Cities Book Festival. She is designing a new web site for Fox Cities Reads, which will launch with the author announcement on January 19<sup>th</sup>. Carpenter also continues to serve as webmaster for the Book Festival and is in the process of adding 2011 authors to the site.

The next 3rd Thursday program will be "Redesigns by Kathy" on January 20<sup>th</sup> at 6:30 p.m. in Little Chute. The library will start a "Love to Knit" group on January 13<sup>th</sup> at 6:30 p.m. in Kimberly. This will be an ongoing program on the 2nd Thursday of each month if there is interest from the community. Planning continues for programming for the remainder of 2011. Carpenter shared a list of authors, performers, and presenters booked so far.

The library will be closed on the 24<sup>th</sup> and 25<sup>th</sup> for Christmas and will have shortened hours December 27<sup>th</sup> through the 31<sup>st</sup>. The library will also be closed on Saturday, January 1<sup>st</sup>. Fuller entered the meeting at 4:45 p.m.

Carpenter shared comments from patrons regarding the library's open hours. Discussion followed. Carpenter will gather data and observations from staff and will bring information to the January meeting for further discussion.

## YOUTH SERVICES REPORT

Hardginski mentioned that the new train table provided by The Learning Shop and the Friends of the Library (FOLKS) has been very popular with children at the library. She expressed thanks to the Board for the purchase of an iPod and speaker docks to use for programming.

1,000 Books Before Kindergarten is off to a good start with the Cheese Fest donation. The theme for the program will be "Old MacDonald Had a Farm." Hardginski met with Bradd Hintz at OWLS to begin the design of materials for the program which will start in the Fall of 2011.

A brochure listing family and youth events for January was handed out. Events include a magician, story times, book parties, and Pooches & Page Turners. Regular story time will begin in February. The library will be hosting two Winter Break movies on December 28<sup>th</sup> and 29<sup>th</sup>, as well as a Teen Party on December 30<sup>th</sup>.

## OLD BUSINESS

Carpenter has been working with Attorney Koehler on the Joint Library Agreement and has received further suggestions for inclusions from John DeBacher at the DPI. Carpenter will continue to work on edits and will bring the Agreement to the January meeting.

A formal Planning Proposal from Rick Krumwiede at OWLS was presented. Trentlage moved, seconded by Stangel, that the Planning Proposal be adopted as written. Motion carried.

Moes inquired about the desk that was to be purchased for the youth services office in Kimberly. Carpenter reported that a desk had been ordered and should arrive shortly.

## NEW BUSINESS

Carpenter presented an opportunity to partner with The History Museum at the Castle on providing bus trips to community members. Administrator Hermus, CVMIC, and Attorney Koehler had been consulted for their opinion on the matter. Details were gathered from Kobussen Trailways, as well. Discussion followed. Those present agreed that Carpenter should explore the opportunity further.

A discussion of open hours will be added to New Business on the agenda for the January meeting of the Library Board. The Joint Library Agreement will be added under Old Business. No additional items were offered for the January meeting agenda.

Vander Velden moved, seconded by Stangel, to adjourn the meeting at 5:05 p.m. Motion carried.

Respectfully submitted,

Beth A. Carpenter  
Recording Secretary