

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

January 18, 2011

The meeting was called to order at 4:35 p.m. by President Moes at the James J. Siebers Memorial Library in Kimberly.

PRESENT: Jim Hietpas, Jim Moes, Judy Stangel, Rose Vander Velden.

EXCUSED: Margi Fuller.

ABSENT: Sarah Dollevoet, Tamara Maxwell, Marcia Trentlage.

OTHERS PRESENT: Beth Carpenter, Barbara Fleming, Ann Hardginski.

Vander Velden moved, seconded by Stangel, to approve the minutes of the December 21, 2010 meeting. Motion carried. Due to lack of quorum to approve budgetary items, approval of the preliminary December 2010 invoices was postponed until the February meeting. The December 2010 financial and statistics reports were discussed.

DIRECTOR'S REPORT

Carpenter reported that the contingency funds for the Kimberly collection was successfully spent by year end. Materials are being cataloged and processed for circulation, and more materials continue to arrive daily. Progress is being made on the weeding project in Kimberly, as well. The library will likely have a used book sale sometime this spring or summer to sell weeded materials.

The LSTA grant to install electronic doors at both locations was approved, however, Congress has not yet made final decisions on 2011 LSTA funding and has only approved funding for federal programs through March 4th. Because some in Congress are suggesting significant budget cuts for 2011 programs, this project will be on hold until the LSTA Advisory Committee determines how the partial funds will be distributed.

Monthly supervisor and staff meetings continue. Library Assistant, Sally Gosda, has resigned, as she will be taking a full-time position elsewhere. Her last day will be January 28th. Carpenter will take a look at staffing and library needs before determining how to fill Gosda's hours. She will bring a plan to the February meeting.

Fox Cities Reads kicks off January 19th at 10:30AM at the Copper Leaf Hotel in Appleton. Luis Alberto Urrea is the selected author, and two of his books have been selected for the program - *Into the Beautiful North* (fiction) and *The Devil's Highway* (nonfiction). The library will be hosting discussions of both books in March, and the author will visit during National Library Week on April 12th. Carpenter redesigned the web site for the project (<http://www.foxcitiesreads.org/>) and will serve as webmaster. Information about Fox Cities Book Festival authors is being added to the web site, and scheduling is being finalized. Books by visiting authors have been purchased and will be on display soon.

Carpenter spoke to the Little Chute Senior Services Club on January 5th about the library's mission as "The People's University," variety of materials available, and programming efforts. The first "Love to Knit" group met on January 13th at Kimberly. The next 3rd Thursday program will take place on January 20th with "Redesigns by Kathy" with Kathy Mitchell.

Carpenter met with Rick Krumwiede to begin the 2011 planning project. The process begins with the evaluation phase where the library will be evaluated in comparison to WI Public Library Standards. Statistical comparisons, a space needs assessment, as well as a user survey, staff survey, and board survey will also be part of this phase. Carpenter inquired if the Board wanted to approve survey questions before they are released. Direction was given to proceed with Krumwiede's guidance. The target date to begin the user survey is February 1st.

Carpenter shared news that the League of WI Municipalities Legislative Agenda includes "repeal or fund state mandates imposed on municipalities, especially the following: ... maintenance of effort on libraries." Handouts regarding maintenance of effort, a news release from DPI about state support of libraries, and a blog post about librarians and advocates were distributed.

YOUTH SERVICES REPORT

Hardginski reported that the library held its first teen event in December, but only 6 teens attended. Another teen opportunity will be presented in February – a Date Night Movie (adults and teens) with the film "Unstoppable." Rondini presented a magic show on January 17th with over 30 people attending in spite of the bad weather. A bear story time will be held January 19th and a SpongeBob party will take place on January 31st. Planning for summer reading program is underway with several performers already lined up. Story times will begin February 9th.

Patrons are making favorable comments on all of the new children's books! Hardginski and Carpenter will be meeting with Al Schaefer on January 24th to discuss possible collaboration on programming between the two departments. The library will also be collaborating on an Earth Day celebration of agencies throughout the Fox Valley. Hardginski is working out details on the program, and information about our event will be included in the PR for the group. Vander Velden asked about tween programming. Discussion followed.

OLD BUSINESS

Carpenter continues to work with Attorney Koehler on an amendment to the Joint Library Agreement. There was nothing new to approve at this time.

NEW BUSINESS

Carpenter shared the results of her discussion of open hours with staff supervisors and her examination of programming needs and staffing levels in response to patron requests that the library open earlier in the day. Discussion followed. It was determined that open hours should remain as is for the time being. Input will be gathered from library users via the planning survey coming up in February. That data will be taken into consideration and the topic will be revisited at a future meeting.

The Joint Library Agreement and approval of December invoices will be added to the February meeting agenda under Old Business. Filling the open Library Assistant hours will be added under New Business. No additional items were offered for the February meeting agenda.

Vander Velden moved, seconded by Stangel, to adjourn the meeting at 5:10 p.m. Motion carried.

Respectfully submitted,

Beth A. Carpenter
Recording Secretary