

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

November 16, 2010

The meeting was called to order at 4:30 p.m. by President Moes at the James J. Siebers Memorial Library in Kimberly.

PRESENT: Sarah Dollevoet, Margi Fuller, Jim Hietpas, Tamara Maxwell, Jim Moes, Marcia Trentlage, Rose Vander Velden.

OTHERS PRESENT: Beth Carpenter.

Trentlage moved, seconded by Hietpas, to approve the minutes of the October 19, 2010 meeting. Motion carried. Hietpas moved, seconded by Vander Velden, to approve the invoices for October, 2010. Motion carried. Judy Stangel entered the meeting at 4:40 p.m. The October 2010 financial and statistics reports were discussed.

DIRECTOR'S REPORT

On Monday, November 15th the Village of Kimberly Board of Trustees voted unanimously to transfer \$20,000 of unused contingency funds to the James J. Siebers Memorial Library to purchase books. Carpenter expressed thanks to Administrator Hermus, President Kuen, and the Board of Trustees for their generous support of the library.

The November 11th staff in-service was canceled due to a funeral Carpenter had to attend out of state. The library was opened instead, and the in-service will be rescheduled at a later date. Carpenter attended the annual Wisconsin Library Association conference and presented two sessions on mobile devices and cool web tools which were well-received. Staff continue to pull nonfiction AV materials from the nonfiction collection to weed materials and shift them to be shelved by other AV materials in order to create a browsing collection. CIP funds were used to purchase new children's books for both locations, and processing staff are working hard to prepare them for circulation.

October's 3rd Thursday program, "The Most Haunted Locations in Wisconsin," with author Chad Lewis brought 182 people to the Little Chute Library. The next program will take place November 18th at 6:30 p.m. at Little Chute. Carpenter will present "Take Your Best Shot," a workshop on how to take better photographs. Jeremy Neisen from Best Buy will co-present on what to look for if purchasing a new camera. FOLKS held a meeting on November 12 and committed \$300 to purchase train table and trains for youth services to go with donated top from The Learning Shop. FOLKS discussed ways to grow membership, and their next meeting will take place on February 11th at Little Chute at 9AM.

Work continues on the Centennial Memory Project. If time allows, Carpenter will be taking pictures this week for "Wisconsin Libraries Say Cheese," a statewide initiative to show in pictures the wealth of activities going on at libraries of all types. The library will be closed on November 25th and 26th for Thanksgiving.

YOUTH SERVICES REPORT

Carpenter shared a report provided by Youth Services Librarian, Ann Hardginski.

Hardginski and Hasseler enjoyed their time at the WLA conference in Wisconsin Dells. They attended classes on BISAC vs. Dewey, marketing library programs, and technology, and enjoyed hearing author Gordon Korman. They thanked the Board for the opportunity to meet with colleagues and learn about great things happening in libraries statewide.

Family movie nights continue to be well-attended. 65 people attended *Toy Story 3* in Kimberly. *Disney's A Christmas Carol* will be shown in Little Chute on November 30. The library is hosting a *Diary of a Wimpy Kid* party celebrating the release of book 5. The party will include a trivia contest and prizes. Program planning for 2011 is underway. More movie nights, as well as some book-related parties for the elementary age kids will be coming. We will also continue family story times and Pooches and Page Turners. The Pooches coordinator shared that a mom in the Neenah program said her daughter no longer stutters while reading thanks to her practice with the dogs. We are looking forward to similar success stories with our program.

The library is teaming up with Little Chute Elementary School to promote the Good Character Traits program. The library will feature monthly book displays on character for parents and students. The PTA is also promoting our library programs in their monthly newsletter and on the PTA website. Hardginski also met with Pat Manske, the elementary school librarian, to let her know we are here to support and partner with the school. The preschool class came in for a tour and stories earlier this month as well.

The manager at The Learning Shop extended a discount to the library, so we purchased many sets of flashcards to circulate to our patrons, including math facts, money, presidents, states and capitals, phonics, and telling time. We hope to get them ready before the end of the year and look forward to offering this learning collection to families. We also purchased a table and trains to go with the train table top The Learning Shop donated to the library. Thanks were given to Hasseler for forming such a great relationship with The Learning Shop staff.

OLD BUSINESS

Carpenter presented a draft of the updated Joint Library Agreement. The original agreement was missing two statutory requirements regarding representation on the board and how assets would be distributed should the agreement ever be dissolved. Rick Krumwiede assisted with the edits, and Carpenter met with Administrators Kell and Hermus to discuss the draft. Discussion followed. Trentlage moved, seconded by Stangel, to endorse the amended Joint Library Agreement as presented. Motion carried. Carpenter will work with Kell and Hermus on a schedule to introduce the Agreement to the Kimberly and Little Chute Village Boards of Trustees.

At the October meeting, Rick Krumwiede presented a Planning Proposal. Carpenter and Moes met to discuss the makeup of a planning committee for the library and proposed that a 6 member committee be formed consisting of the following members: Beth Carpenter, Barbara Fleming (FOLKS President), Ann Hardginski, Jim Moes, Marcia Trentlage, and a school representative. Those present agreed. There was also agreement on using a focus group approach for obtaining feedback from the community during the planning process – separate sessions will be held with different segments of the community (i.e. businesspeople, parents, teens, seniors, educators, etc.). Carpenter will relay this information to Krumwiede, so that a final planning proposal can be approved at the next meeting of the Library Board. The planning process would begin in 2011.

NEW BUSINESS

Carpenter requested \$329.12 to be used from the Joint Library Trust Fund in order to purchase an iPod and 2 speaker docks for the youth services staff to use for programming. Discussion followed. Vander Velden moved, seconded by Fuller, to authorize Carpenter to spend up to \$330 from the Joint Library Trust Fund for this purchase. Motion carried.

Meeting dates for 2011 were presented, along with a chart documenting Board member attendance at 2010, as was requested by President Moes at the October meeting. The importance of attendance at meetings was stressed, and dates for 2011 meetings were reviewed. Discussion followed. The Board will continue to meet on the 3rd Tuesday of the month at 4:30 p.m.

Trentlage moved, seconded by Fuller, to allow Carpenter to reallocate up to \$13,000 in the 2010 budget from Salaries to other areas of need, including AV, Books, and Supplies at her discretion. Motion carried.

Moes moved, seconded by Vander Velden, to formally thank the Village of Kimberly Board of Trustees for the transfer of contingency funds to the James J. Siebers Memorial Library. Motion carried.

No additional items were offered for the agenda for the December meeting of the Library Board.

Trentlage moved, seconded by Fuller, to adjourn the meeting at 5:35 p.m. Motion carried.

Respectfully submitted,

Beth A. Carpenter
Recording Secretary