

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

September 21, 2010

The meeting was called to order at 4:31 p.m. by President Moes at the James J. Siebers Memorial Library in Kimberly.

PRESENT: Margi Fuller, Jim Moes, Judy Stangel, Marcia Trentlage, Cyndi Vander Pas.

EXCUSED: Sarah Dollevoet, Jim Hietpas, Rose Vander Velden.

OTHERS PRESENT: Beth Carpenter.

Stangel moved, seconded by Vander Pas, to approve the minutes of the August 17, 2010 meeting. Motion carried. Trentlage moved, seconded by Fuller, to approve the invoices for August, 2010. Motion carried. The August 2010 financial and statistics reports were discussed.

DIRECTOR'S REPORT

Monthly staff meetings continue, and the September meeting featured guest speakers from NAMI (National Alliance on Mental Illness). Training has been completed for changes in workflow with new spine label printers. The new labels are much easier to read and allow other steps in processing to be eliminated, saving money in supplies and time for staff. Different areas of the collection are being weeded and refreshed, including biographies, travel, and nonfiction AV.

Carpenter is preparing materials for volunteer recruitment, including defining areas of service and an application form. All volunteers will need to pass a background check to ensure the safety of library staff and patrons. Laptops are now available in both locations for extended use. Kinks in the system are being ironed out as they are discovered with use.

Fox Cities Reads is in negotiation with an author with a potential schedule being arranged. Preparations for the Fox Cities Book Festival are moving along, too. Carpenter continues to attend monthly meetings. The next FOLKS 3rd Thursday program will take place on October 21st at 6:30 p.m. at Little Chute with author Chad Lewis speaking about the paranormal. FOLKS will be soliciting ghost stories from the community for a contest related to the program. The next FOLKS meeting will be Friday, November 12.

Friends and staff walked in the Kimberly Centennial parade on September 11th. About 25 joined in, and over 4,700 pencils were handed out to the crowd. Carpenter continues to work on the Centennial Memory Project and has been scanning contributions from the community. Video interviews are going well with Mary Lamers.

Last week was "AskAway Awareness Week." AskAway is a reference service that offers 24/7 access to a librarian who can help answer patron questions, which is great for homework help when the library isn't open. Banned Books Week begins September 25th. Library staff will be recording book talk videos again, and Carpenter invited those present to participate, as well.

Carpenter is serving as a grant reviewer for the LSTA large library digitization category. She will also be assisting with the hiring process for new staff for the joint custodial department. Carpenter reported that a process has

been started with village administrators on updating the joint library agreement to get it into compliance with WI Statutes. She will be working on suggested updates with Rick Krumwiede from OWLS.

YOUTH SERVICES REPORT

School is Cool story time was held in September at both locations. The program included books about school and school buses; practicing letters, numbers, and colors; a short gym class; and homework. Family story times have started and will run through October 28th. The Pooches and Page Turners program kicked off on September 11th. Children will be able to read to therapy dogs the 2nd Saturday of every month now through April. The October 9th session is already full. The Talk Like a Pirate Day party will be held in Kimberly on September 21st. Kids will do a parrot craft, enjoy pirate treats and a cannonball toss, among other things. A three-week session of Book Babies will take place in October. This program is geared for babies birth to 18 months and their caregivers and will include rhymes, books, and music and will emphasize the importance of reading, talking, and singing to babies.

Thanks to two generous donations to the library, new board books have been ordered to liven up the current collection. Many have had to be weeded in the last month, so fresh replacements are very welcome. Picture books are being shifted to make room for a "concepts" section which will include books about learning the alphabet, colors, shapes, opposites, and counting. Pat Verbruggen and Marsha Hastings were thanked for their work on this project.

OLD BUSINESS

Carpenter reminded those present that the joint budget hearing will take place on Wednesday, September 29th at 6 p.m. at the Little Chute Village Hall. Board members were encouraged to attend.

NEW BUSINESS

Carpenter requested that funds be approved for use from the Joint Library Trust Fund to acquire a desk for the youth services office in Kimberly. Discussion followed. Moes moved, seconded by Stangel, to approve up to \$1500 from the Joint Library Trust Fund to be used to purchase a desk for the youth services office as long as used furniture options were explored first. Motion carried.

Vander Pas moved, seconded by Trentlage, to amend the meeting agenda to include updates to the Rules of Conduct with the discussion of the new Food and Drink Policy. Motion carried. Carpenter presented a new policy regarding the consumption of food and drink in the library, including an update to the Rules of Conduct related to food and drink. Discussion followed. Moes moved, seconded by Fuller, to adopt the Food and Drink Policy and updated Rules of Conduct with discussed changes. Motion carried.

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

Trentlage moved, seconded by Fuller, to adjourn the meeting at 5:04 p.m. Motion carried.

Respectfully submitted,

Beth A. Carpenter
Recording Secretary