

June Minutes of the Slinger Community Library Board
Monday, June 10, 2019

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board President Cheryl Korinek at 300 Slinger Road, Slinger, WI at 4:30pm on Monday, June 10th, 2019 in accordance with Notice of Meeting delivered to members on June 7, 2019.

Roll Call and Confirmation of Open Meetings Law:

	<u>Present</u>	<u>Absent</u>
Cheryl Korinek	X	
Linda Brandt	X	
Vicky Farr	X	
Holly Koerner	X	
Beth Lighthizer	X	
Donna Moldenhauer	X	
Marlyss Thiel	X	
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Also present:

Leslie Schultz, Library Director
Jessi Balcom, Village Administrator
Margaret Wilber, Village Treasurer

I. Public Appearance – Open for Public Comment

There were no public comments

Motion by Brandt/Farr to amend the order of the agenda. Motion carried

VII. Closed Session

Pursuant to Authorization Conferred by WI Statute 19.851(c)-Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Staff Compensation, job description, Director progress)

Motion by Brandt/Farr to go into closed session to include Leslie Schultz, Library Director, Jessi Balcom, Village Administrator, and Margaret Wilber, Village Treasurer

Roll call vote was taken to go into closed session at 4:31pm.

Yeas: Korinek, Brandt, Farr, Koerner, Moldenhauer, Thiel, Lighthizer Nays: None

VIII. Return to Open Session

Motion by Brandt/Thiel to come out of closed session. Roll call vote was taken to leave closed session at 4:41pm pm. Yeas: Korinek, Brandt, Farr, Koerner, Moldenhauer, Thiel, Lighthizer Nays: None

Motion by Brandt/Moldenhauer to approve Catalog Librarian job description as written. Motion carried.

II. Consideration and possible action regarding the minutes of the May 13, 2019 meeting.

Motion by Moldenhauer/Lighthizer to accept minutes with corrections to be made. Motion carried.

III. Consideration and possible action regarding vouchers May 14, 2019-June 5, 2019

Motion by Brandt/Thiel to accept vouchers as presented. Motion carried.

IV. Old Business

A. Review and Action

i. Policy Review: Circulation Policy

Motion by Brandt/Farr to approve Circulation policy as presented. Motion carried

ii. Staffing

As of Friday, June 7th two circulation clerks have given their notice. Director Schultz submitted job ad for the village to post. The deadline to apply for these two positions will be Monday, July 1st. Positions posted in the paper, on library website, Facebook, at the library, and at Village Hall.

V. New Business

A. Review and Action

i. Policy Review: Community Room Policy

Community Room Policy was revised over several sessions. The policy is the same however some regulations were combined and the introduction updated. The following were added:

The Responsible Party must be over 18 to reserve the Community Room

1. Groups and organizations whose primary members are under the age of 18 must be accompanied by at least one adult supervisor (over 18) per five people under the age of eighteen.
2. We added equipment available: Sound system and microphone, DVD/Blu-ray player, CD player, projector and screen, and big screen TV.

Director Schultz is going to use extra technology funds to purchase a dvd/blu-ray player, projector, and portable sound system, and the required connections

ii. Director to Public Library Association Conference February 25-29, 2020 in Nashville, Tenn.

Director Schultz presented a request to attend PLA in Nashville, TN February 25-29, 2020. Director will receive six CE credits towards librarian certification.

Registration is \$300.00

Southwest flight < \$200.00

Lodging: TBD (sharing an Airbnb with the other directors)

Motion by Thiel/Lighthizer to approve director to attend PLA in Nashville, TN February 25-29, 2019 with paid time and expenses included. Motion carried.

VI. Director's Report

1. Statistics: Total Circulation for May was 7742. Circs were 740 MORE than May 2018. Libby and Overdrive checkouts soared this month, we had 873 more in May 2019. There are more computer questions and reference transactions. Gale Courses need to be promoted. Facebook and website statistics will be added in the Fall.

2. Programming: 1st grade visits were a great success this year! We had a total of 255 children and teachers. 1st Walking for Wellness Wednesday program brought out 3 patrons and a dog.

3. Summer Saturdays: First Summer Saturday had 27 patrons visit. Craft and incentive planned to increase door count and circulations.

4. Book clubs; Pints and Pages & Doreen's Book Club, continue to be a success with 10-12 patrons attending the book discussions.

5. Monarch Library system would like Director Schultz to attend Director's Boot Camp in Marshfield, WI August 21-23rd. More details will be shared.

6. Washington County Library Directors met on Thursday, June 6th at Jack Russell Memorial Library. Director's finalized plans for attending the Washington County Fair July 23-29th. Ideas on how to promote the libraries and resources provided to communities to the Washington County Board of Supervisors were discussed. A two-sided flyer will be included in County Board of Supervisors packets and Directors plan to attend July 10th meeting.

IX. Next Meeting Date: Monday, July 8th, 2019 at 4:30pm

X. Adjourn Meeting

Motion by Farr/Koerner to adjourn at 5:20pm. Motion carried.

Respectfully Submitted,
Leslie Schultz, Library Director