**Abbotsford Public Library**

REGULAR MONTHLY MEETING: Meeting called to order May 8th 2019 / 4:59 PM / Conference Room

ATTENDEES

 Braun, Jochimsen, Giffin, Dukelow, Suttner

 Members absent: Hinrichsen, Writz, Bittner

AGENDA

**Previous minutes:** Read and approved. Motion to approve by Dukelow, seconded by Braun, motion passes.

**Public Comment:** Mason Rachu present.

**Old Business**

* New website was launched at the beginning of May. Highlights include: more modernized appearance, more pages, easier access to resource links, a carousal to display new materials, and page to display board agendas and minutes.
* Summer Reading Overview: see handouts.
* Book Sale Overview:
* Summer Board Meeting Times: To aid in finding quorum for summer meetings the Library Director will send out a doodle pool for the July and August Board meetings. The June meeting will stay the second Wednesday at 5:00pm.
* Clark County Library Board met May 9th at 6:00pm at the Greenwood Public Library. Library County representative

is trying of 73% funding vs 70%.

**New Business**

* August Performer, “Dreamer Boy”, Aug. 9th at 6:00pm before movie night. John Mitchell was at the library January 2018 for the *Cheeseheads the Documentary*. Cost would be $175. Presentation would be before movie night. Giffin moved to have performer using M. B. donation, Suttner seconded. Motion passes.
* Staff computers to replace this year. They are over 10 years old, possible older than 12 years old. The Director’s computer had a hard drive crass in 2018 due to age, was repaired without loss of data, but the risk is there that it will happen again. Director will get quotes from WVLS.
* Closed Saturday of Festival: three people commented that they tried to return to the outside drop but were understanding to the closer, no complaints about being closed on Friday. Like last year, the library was fenced off starting the Thursday night before the festival. The library book drops were closed during the festival and the library back dated all materials returned the three work days following the festival to avoid fines on items that could have been due Saturday or Friday. The library will be closed the Saturday of the festival in 2020.
* Afternoon book club discontinued. This book club was down to 4 members. Unfortunately, a member just passed. The other members have decided to discontinue with the book club at this time.
* Trustees Training Week is set for August 12-16. Webinars will occur each day that week at 12 p.m., and they will be recorded and archived.

**Treasurer’s Report:** 36%

**Circulation Report:**

 **-**Total Circulation:

* + May 2019: 2664 Last month: 2579
	+ May 2018: 2,161 May 2017: 2020 May 2016: ­­­2354 May 2015: 1995 May 2014: 2438

 -Circulation Break-down:

 Books: 1205, DVD: 488, Spoken Record: 68, Music CD: 22, Magazines: 45, Other: 50

**Other Usage Report:**

* Wireless Sessions: May: 188 April: 299 March: 146 Feb. 32 Jan. 313
* Overdrive E-material Checkout: May: 166 April: 210 March: 203 Feb. 195 Jan. 188
* **Monthly Reference:**

This Month:84

* **Patron Count:**

May 2019: 1111 May 2018:1590 May 2017:1107 May 2016: 1473

**Policy Review:** E-reader policy- discuss removal, By-law for the Abbotsford Public Library Board of Trustees.

* The director informed the board that of the two e-reader that library once circulated only one still works and the device as only circulated once in the three years the director has been at the library. Suttner moved to remove the E-reader policy, seconded by Braun. Motion passed.
* The library by-laws are in need of updating. It is stated in the by-laws that the by-laws can only be changed when all seven board members are present at the board meeting, therefore the by-laws were read through. The director will keep placing the By-laws on the agenda and if all 7 board members are not present at the next couple meetings the director will stress the importance of all members attending the September or October meetings to work on the by-laws.

**WVLS report:** Working on havingMagazines circulate in currier, could result in a change of check-out period. Teleforms could be changing with slight increase in cost. Checkout Receipt Price can be added to book due date slip, wording set by individual libraries.

**Director Report**

* Last Month Program Count:

 Monthly Program total: 11 programs, 548 attendance

* Future Programs: See handout.
* Book sale report: profit of $302
* Summer Reading update: 62 children currently signed up in the youth summer reading program.
* One teen volunteering 3 hours a week during the summer.

**Staffing/Operating Issues**

**Next meeting: to be determined by email survey**

**Adjourn:** Meeting adjourned at 5:44 pm motion by Giffin, seconded by Suttner, motioned passed.

