

Abbotsford Public Library

REGULAR MONTHLY MEETING: Meeting called to order Sept. 10th 2019 / 5:00 PM / Conference Room

ATTENDEES

Braun, Jochimsen, Giffin, Suttner, Bittner, Hinrichsen, Dukelow, Writz

Members absent:

AGENDA

Previous minutes: Read and approved. Motion to approve by Writz, seconded by Giffin, motion passed.

Public Comment: Mason R.

Old Business

- Handbook update: R. Hinrichsen gave an update on City Hall's handbook committee. Hinrichsen stated at the Sept. meeting that the Handbook discussion if finished, the library will request a copy when available.
- Clark County Library Board Meeting: to be held on the 14th. Clark County board is be held on Oct. 3rd, final vote for Clark county Library 2020 funding will be determined at that time.
- 2019 Budget Review and Byelaws updates are set for Sept, director is asking for 100% board attendance for the September meeting.

New Business

- Cub Scouts Magic Show: The library collaborated with the area Cub Scout pack to bring in a magician to kick off the opening of a new Cub Scout year. The library agreed to help pay for the event if the cub scouts were willing to hold it at the library and have the magic show portion of their cub scout sign-up open to the public. The event was a success.
- Holiday Program Volunteers. The Holiday Program will be held on Dec. 4th this year. Braun has ideas for presenters and will ask.

Budget Review: Director presented 2020 to board. Director. Differences from the 2019 budget expenses include a pay increase of 3%, a \$202.00 increase to Vcat Maintenance, \$65 decrease to Libraries Win Membership Service, and the Addition of WISCAT \$200 line item. **Total expenses of \$132,829.1** (compared to 2019 total expenses or 132072.65). **Asking \$92,330.92 from City of Abbotsford.** Reimbursement Act 420 will see a \$1,689.53 incoming from Taylor County. Reimbursement Act 150 will see an expected \$31518.65 from Clark County.

Treasurer's Report: 59%

- Total Circulation:
Aug: 2,744 Last month: 2,852
Aug 2018: 2,748 Aug. 2017: 2,571 Aug 2016: 2,878 Aug 2015: 2,241 Aug. 2014: 2,439
- Circulation Break-down:

Books: 1165, DVD: 631, Spoken Record: 96, Large Print: 32, Magazines: 42, Other: 51

Other Usage Report:

- Wireless Sessions: Aug: 338 July 168 June: 186 May: 188 April: 299 March: 146 Feb. 32 Jan. 313
- Overdrive E-material Checkout: Aug: 212 July: 111 June: 188 May: 166 April: 210 March: 203 Feb. 195 Jan. 188
- **Monthly Reference:**
This Month: 78

Patron Count:

Aug. 1208 Aug. 2018: 1309 Aug. 2017: 1456 Aug. 2016: 1393

Policy Review: Bylaws: All member of the board must be present to edit bylaws, this condition was met. The library's Bylaws were compared with the "Sample Wisconsin Public Library Board of Trustees Bylaws" provided by the Wisconsin Department of Public Instruction. The library's bylaws were updated to reflect current provisions of Chapter 43 with merges of the sample provided by the WI Department of Public Instruction and deletions and edits to current bylaws. Writz moved to accept edited bylaws and Giffin seconded. Motion passed. The Director will retype the bylaws to reflect changes. A clean copy will be available at the October meeting and attached to minutes.

WVLS report: Reviewed damaged and billings of other libraries items, receipt printouts, new teleforms, circulation of magazines, voter registration. The Director will bring examples of receipt printouts to the October meeting.

