

MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
March 15, 2012

Call to order at 4:01 p.m. by President Enos

Present: Eisen, Enos, Murray, Nichols, Wisneski, Warren (Teen Rep)

Absent: Crawmer, Kobylski, Wicichowski

Also present: Director Lenz, K. Seefeldt (Office Manager), K. Beson (Children's Supervisor), Terri Towle from the Community Foundation of the Fox Cities

Public Comment

Eisen commended the Children's Department staff for the innovative programming they continue to offer.

Authorization of Bills

Motion to authorize payment of the March list of bills from the 2012 budget as by Eisen, seconded by Murray, and carried unanimously.

Consent Business

The following Consent Business items were presented for the Board's consideration:

Approve minutes from the Library Board meeting of February 16, 2012

Motion

Motion to approve minutes from the Library Board meeting of February 16, 2012 by Eisen, seconded by Nichols, and carried unanimously.

Director's Report/Information Items

1. Endowment Report. Terri Towle, VP of Finance and Administration, was asked to provide information pertaining to the library's investments with the Community Foundation. She noted the Foundation's commitment to investing funds sensibly. They work to secure investment returns on endowment funds sufficient to support an annual distribution of up to 5%, to cover administrative expenses, and to preserve the purchasing power of the fund. To accomplish this goal without generating too much risk, the Foundation adheres to a diversified asset allocation strategy and relies on a team of investment managers and a consultant experienced in specialized sectors of the investment markets. Discussion ensued. The Board thanked Ms. Towle for attending the meeting.

Terri Towle left the meeting at 4:28 p.m.

2. January Statistics. Circulation was down 7.7% for the Adult Department and 5.7% for the Children's Department. Program attendance for both departments was up significantly from last year. The number of individuals coming into the library remains about even with numbers recorded in 2011. It was agreed that as the number of ebook readers increases, lending of print materials may decrease. Ideas for increasing the lending of print materials were discussed, including scheduling regular deliveries to area nursing homes and asking City Department Heads to read stories to children in local schools. Director Lenz stated that she personally delivers many large print books left over from our used book sales to some of the nursing homes. She also made

the board aware of plans to survey library patrons, maybe during National Library Week. We will be requesting their opinions on services we currently offer and those they might like to see added or changed.

Kathy Beson left the meeting at 4:37 p.m.

3. Current Budget Status: 2011 and 2012. The City's comptroller plans to close out the books for 2011 soon. The library currently has some non-budgeted revenue and leftover funding. The comptroller will include that amount in the request he will submit to the Common Council to roll over into our 2012 budget.
4. Friends Book Sale Report. The spring book sale made \$1,659. We plan to use these funds toward the costs associated with the Multicultural Festival scheduled to be held on November 10th and to fund other Friends' purchases throughout the year.
5. Staff. Board members received a report on the success of the Children's Department winter reading program. 172 children ages three through grade 5 signed up for the Paws to Read program. Also, 525 individuals registered to win dinner and a movie during our adult and teen winter reading program.
6. Report from the Policies & Personnel Committee. Board members were asked to review additional revisions that were made to Chapter V *Library Code of Conduct*. Eisen recommended eliminating section 9, which addresses petitioning in the library. He felt there was no need to have a policy regarding petitioning. Discussion ensued. The Policies and Personnel Committee will address Board members' recommendations on petitioning at their next meeting.

Discussion/Action Items

7. 2012 Budget. Director Lenz ask to wait until more firm numbers on the 2011 budget were available before asking the board to approve final budget line items for 2012. Murray recommended taking a conservative approach with any funds that have been rolled over.
8. Annual Report to the State. Director Lenz presented the 2011 Annual Report to the State for the Board's approval. She recommended that the Board vote affirmatively that the Winnefox Library System did provide effective leadership to our library in 2012. Discussion ensued.

Motion

Motion to approve the 2011 Annual Report to the State and to affirm that Winnefox Library System did provide effective leadership and adequately met the needs of our library by Eisen, seconded by Murray, and carried unanimously.

Adjournment

Motion to adjourn the meeting at 5:05p.m. by Nichols, seconded by Wisneski and carried unanimously.

The next regular board meeting will be held in the Gegan Room on Thursday, March 15, 2012 at 4:00 p.m.

Respectfully submitted,
Paul Eisen, Secretary
Kris Seefeldt, Recording Secretary