

Regular Meeting of the Kilbourn Public Library Board of Trustees
Wednesday, November 6, 2019

Members present: Dianne Effinger, Dan Anchor, Bill Pettit, Glenn Deedon, Cathy Borck (Library Director).

1. Call to Order
 - A. Proper notice having been given pursuant to Sect. 19.84 of Wis. Statutes, and therefore being in compliance with the Open Meeting Law, the meeting was called to order by Vice President, Glenn Deedon, at 4:40 pm.
2. Introduction of Guests: Betty Reiter from Columbia County Library System Board
3. Public comment period: None
4. Motion by Glenn, second by Dianne to approve the minutes from October. Motion carried.
5. The Library Director's Report will be available to members prior to the meeting and included as an attachment to the minutes.
6. Financial Report made by Cathy.
7. Motion to approve the monthly expenditures made by Dan, second by Glenn. Motion carried.
8. Committee reports: none
9. Unfinished Business
 - A. Approval of new employee: Motion by Dan, second by Dianne to approve the hiring of Eleanor Johnson for the open library assistant position. Motion carried.
 - B. Budget updates: Sauk County finance committee forwarded a budget with an 85% reimbursement rate for Wisconsin Dells. Columbia County finance will be making a recommendation to the county board for a 1% overall increase to the county library budget. This equals a 74% reimbursement for libraries.
10. New Business
 - A. Process for updating policy manual: The policy manual will be updated by sections. For the December meeting we will be discussing and updating the Mission Statement and By-Laws.
11. Items for referral to next meeting
 - A. Open House
 - B. Columbia County report from Dianne
12. Next meeting will be held Wednesday, December 8, 2020 at 4:30 p.m.
13. Motion to adjourn made by Dan, second by Glenn. Motion carried.

Respectfully submitted, Cathy Borck, Library Director

November 6, 2019

Director's Report

Friends of the Library

Volunteer report of hours

October hours – 23 volunteers worked 181.5 hours

Fall book sale was held Columbus Day weekend.

Final book sale of the year will be held November 30 in conjunction with small business Saturday.

Library statistics

October

Door Count – 7995

Last year – 9064 Last month – 8476

Computer users – 614

Last year – 849 Last month – 590

Wireless users – 628 users / 5054 sessions

Last year – 721/6304 Last month – 772 users / 5568 sessions

Circulation – 6333

Last year – 6456 Last month – 5940

Bookmobile Circulation – 539

Last year – 789 Last month – 507

October Events

Saturday programs

10/5 – Papercraft – Fall Leaf Wreaths - 16

10/12 – Book Sale & Lego Day - 3

10/19 – Movie Day – *Toy Story 4* - 14

10/26 – Craft Day – Halloween Crafts - 18

Book club read *An American Marriage* by Tayari Jones. Good attendance at the discussions. 25 total.

Monday – Frank Fischer Events

Sequence & Yahtzee – 9

Dice Game & Fall Craft - 8

Coloring and Movie – *Cider House Rules* - 10

Card Games & Dice – 9

Kids enjoyed the special Halloween story times during Halloween week. The 4K students are attending Wednesday morning ToddlerTime each month.

Kendra, Laura and Liisa all took vacations at the end of the month so it was a busy time for staff.

November Events

Saturday programs

11/2 – Papercraft – Fall & Thanksgiving crafts - 16

11/9 – Lego Day

11/23 – Craft Day – Thanksgiving centerpieces

Book club is reading the UW Big Read *The Poison Squad* by Deborah Blum.

Monday – Frank Fischer Events

Cards & Yahtzee – 7

Coloring and Movie – *A Dog's Purpose*

Uno & Scrabble

Inventory week is next week. We will try to inventory the entire collection. Tuesday, staff will be attending a webinar to try out a new scheduling system for our meeting rooms and community center.

Volunteer luncheon is Thursday, November 14.