

Regular Meeting of the Kilbourn Public Library Board of Trustees
Thursday, November 5, 2015

Members present: Dianne Effinger, Glenn Deedon, Bill Pettit, Jo Ann Luke, Mike Freel, Kerri Ryan, and Cathy Borck, Library Director. Absent: Gisela Hamm.

I. Call to Order

A. Proper notice having been given pursuant to Sect. 19.84 (2) of Wis. Statutes, and therefore being in compliance with the Open Meeting Law, the meeting was called to order by President, Mike Freel, at 4:30 pm.

II. The minutes of the previous meeting were approved by Dianne, seconded by Jo Ann. Motion carried.

III. The Library Director's Report will be available to members prior to the meeting and included as an attachment to the minutes.

A. Books that have been in book sales for a while are now on free tables.

B. Inventory during the week of November 9-13.

C. Luncheon will be held on Thursday, November 12, at Sarento's.

D. Stats – Circulation and door count is down. Seems to be the trend across libraries. Some new ideas might be coming to get more circulation and interest of patrons, such as changing with the demand and getting more people in for programming events.

E. National Novel Writing Month – have had about 6 people participate consistently.

F. WLA Conference – Cathy will report out next month.

IV. Motion to approve the financial report was made by Glenn, seconded by Bill. Motion carried.

V. Committee reports – none.

VI. New Business

A. Update on Lake Delton Senior Center – Library is covering the cost of reading area/computer furniture, which is about \$23,000. No date is set as of now for open house. Where do we want the money to come from to pay for? County Funds. We will move money market in the amount of \$30,000 to a 12 month CD.

B. Policy Updates – Addendums are updated and are the latest versions. No changes are needed at this time. Review pp. 27-31 for next month.

C. Job Description discussion – Bachelor's Degree preferred, not required. Coursework in Library Science and computers preferred. Bi-lingual would be a plus. Motion to approve changes to job description made by Dianne. Seconded by Jo Ann. Motion carried.

VII. Items for next month

A. Library cards – teaming with schools to get cards to kids

VIII. The next meeting will be December 3, 2015, at 4:30 pm.

IX. The meeting adjourned on a motion by Glenn, seconded by Dianne. Motion carried.

Respectfully submitted, Kerri Ryan, secretary