

Neenah Public Library Board of Trustee Meeting Minutes – April 17, 2019

Call to Order

With Rickman in the chair, the Neenah Public Library Board of Trustees meeting was called to order at 4:00 p.m. in the Carpenter Conference Room. Members present: Patricia Rickman (vice president), George Scherck, Kylee Miller (teen representative), Beth Irish, Merry Whipple, Tami Erickson (Aldermanic representative), Randy Fieldhack, and Tim Kachur (Neenah Joint School District Representative). Members excused: Jan Sarnecki (president), Carol Codner, and Lisa Hemes.

Also present, Gretchen Raab, director, Nicole Hardina-Wilhelm, assistant director, Nancy Baird, circulation services manager, and Katrina Wulff, youth services manager.

Minutes

On motion of Fieldhack, seconded by Whipple, the Board approved the minutes of the Library Board meeting of March 20, 2019. Scherck abstained.

Statistical Report

Overall circulation is down in March, but book circulation and audiobook circulation increased over last year. Digital circulation continues to increase, with a 45% increase over last year. Program attendance was up 29% and Wi-Fi use increased by 7%.

Bills for Consideration

On motion of Fieldhack, seconded by Erickson, the Board unanimously approved payment of the March bills.

Director's Report

Director Raab shared the Post-Crescent Article about the *Bibliocycle*, a thank you letter from a stay at home dad, and information on the passing of two long time library patrons.

Kachur arrived at 4:16 p.m.

Youth Services Report: Wulff shared information about the Pint-Sized Prom event. Wulff discussed the impact of integrating audiobooks with each of the youth collections: audiobook circulation has steadily increased since the move.

Adult and Technical Services Department: Hardina-Wilhelm reported 64 patrons entered a fully punched card into the Max Out Your Library card promotion (100 items checked out in March). Hardina-Wilhelm read a note from a college thanking the library for offering proctoring services.

Scherck left at 4:28 p.m. and returned at 4:30 p.m.

Act 420

On motion of Whipple, seconded by Fieldhack, the Board unanimously approved billing of the following counties: Calumet: \$21,045, Fond du Lac: \$1,371, Green Lake: \$97, and Waushara: \$749.

Miller left at 4:31 p.m.

Water Bottle Refilling Station

Irish motioned, Erickson seconded, purchasing and installing one water-bottle filling station on the first floor using carry forward funds.

Whipple motioned and Rickman seconded amending the original motion that the purchase and installation not exceed \$3,100. Rickman, Whipple, Scherck, Erickson, and Kachur voting aye; Irish and Fieldhack voting nay.

The Board voted on the amended motion, "Approve the use of carry-forward funds to purchase and install a bottle refilling station on the first floor at a cost of \$3,100," and unanimously approved.

Hoopla

On motion of Fieldhack, seconded by Irish, the Board unanimously approved the use of \$7,000 in carry-forward funds to subscribe to Hoopla for the remainder of 2019.

Naming Rights

The board tabled discussion pending further information and a draft policy from Director Raab.

Circulation Spaces

On motion of Fieldhack, seconded by Scherck, the board unanimously approved that, for efficiency in completing the circulation services/volunteer workspace project, the Director request of the City's Finance and Personnel Committee and Council that the project be done in 2019 and remove the project from the 2020 CIP Facilities budget request.

Fieldhack left at 5:30 p.m.

Next regularly scheduled meeting

Wednesday, May 15 at 4:00 p.m. in the Carpenter Room.

Adjournment

On motion of Whipple, seconded by Kachur, the library board adjourned at 5:42 p.m.

Respectfully submitted,

Gretchen Raab