

**Winneconne Public Library of Trustees
Meeting Minutes
Saturday, April 10, 2010**

Meeting called to order by Vice-President Jeff Jensen at 9:02 am.

ROLL CALL

Present: Jeff Jensen, Harvey Rengstorf, Mary Brefeld, Sue Davies, Kathy Sasse, Andy Beiser, Andy Boehnlein

Absent: Jody Running

Also Present: Jean Thyssen, Assistant Library Director

MINUTES:

Motion made by Brefeld to approve the minutes to approve the minutes from the March 13, 2010 meeting.

Second: Sasse

Vote: Unanimous

APRIL 2010 VOUCHERS PAYABLE/FINANCIAL REPORT

Jean explained that the new financial report given out today included the Charter bill that was received in the mail later in the week and needed to submit for approval. Also a bill was deleted as the Friends of the Library decided to pay for the books for the Summer Reading Program. The computers for the lab also needed to be paid for; however, once the paperwork is submitted we will receive the funds from the LSTA grant.

Motion made by Brefeld to approve payment of the April 2010 bills and financial reports, except the allocations for the village wages and benefits to the administrator and deputy clerk.

Second: Beiser

Vote: Unanimous

PUBLIC PARTICIPATION

None.

DIRECTOR'S REPORT

LSTA Grant

- Lab has been arrived, we will be holding an open lab each day during National Library Week with a demonstration on library services each day.

Programming

- Spring Break activities highlights were mentioned – we held programs each day during spring break and all events were very well attended. We also continue to hold a monthly adult book club, Paws for Reading and Story hour. Upcoming programs

include the Family Reading Night, a Cub Scout Tour next week, computer classes, and during May the Job Search Boot camp will be held each Thursday morning.

Statistics

- A new line was added to indicate the amount of times that the new laptops are being used when the internet computers are busy. Other than that the number of children's programs was highlighted showing that we held 15 program with the attendance of 392 children.

Policies

- Jean mentioned that the policy for "Library Equipment Use" and "Disasters" will be discussed at the next meeting. Holly has been working with Steve on how the insurance deductible would work in the event the computer would be damaged will being used outside of the building. This will be discussed at next month's meeting.

Correspondence

- A letter was shared that we received during the month from a visitor that came and used the Coughlin room for research.
- The first edition of the newsletter was shared. Andy Beiser asked how the newsletter was being distributed other than email. Jean indicated if a patron requests it being mailed, we honor that request. She also indicated that we have the available it at the desk for patrons when checking out. Noted that the calendar was inserted. A suggestion was made to have the calendar for all three months since the newsletter is published every three months. Generally the newsletter was well received and a good job putting it together.

Website

- The new versions were shared for the new website – the general consensus was everyone liked draft #7 with the rotating pictures that included the picture of the building. Jean mentioned that we would like to have this up and running before summer.

OLD BUSINESS

- Children's Mural – Holly has contact Mr. Molitor and he indicated that his class is working on it in hopes of it being completed before the end of the school year.
- Review of the library's hours – Jean indicated that we have requested information from Winnefox to determine when the most items are being checked out. Also Holly has added in her newsletter a website that patrons and respond to different questions about our current hours.

NEW BUSINESS

ITEMS FOR NEXT MEETING AGENDA

Policies to review include equipment use and disaster

Review library hours

Outside Bench Replacement

Wage allotment for village administrator and deputy clerk

Sovereign State Days

Next meeting date is set for Saturday, May 8, 2010 at 9am. Jeff Jensen has indicated that he would not be able to attend that meeting.

Motion by Brefeld to adjourn at 9:27am.

Second: Sasse

Vote: Unanimous