

**BRILLION PUBLIC LIBRARY BOARD**  
**Brillion Public Library 10:00 A.M.**  
**September 16, 2015**

**CALL TO ORDER:**

Chair Marc Axelrod called the meeting to order at 10:01 a.m.

**ROLL CALL:**

Present were: Chair Marc Axelrod, Dean Wallace, Betty Nies, Lyle Ott, and Nancy Zimpel. Also present was Library Director Chris Moede Absent: Tammy Fischer, Dominick Madison, Linda Deiter and Jeff Vande Hey.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited by the group.

**APPROVAL OF AGENDA:**

**Motion:** Lyle Ott moved to approve the agenda as printed. Seconded by Nancy Zimpel. Motion carried.

**APPROVAL OF MINUTES- August 19, 2015**

**Motion – Lyle Ott** moved to approve the minutes of the August 19, 2015, Library Board Meeting as printed and circulated. Seconded by Marc Axelrod. Motion carried.

**COMMUNICATIONS:**

None

**LIBRARY DIRECTOR’S REPORT:**

**Circulation:**

Circulation for the month was good. Total circulation was 9,538 for August 2015 as compared to 9,326 for August 2014. Overdrive has reached a plateau. Use of Flipster is steady. Subscriptions for some magazines were cut because of low circulation.

**Financial:**

Monthly expenditures included a bill from Badger Office City for \$79.95 to replace two phones, which were no longer working. Additional bills include:

350 Bldg Maintenance Supplies Cintas	79.87
220 Telephone – Charter Communications	34.94
Total	114.81

Replacement shrubs were purchased from Greenleaf Landscaping with Delores Berge Memorial funds.

**Motion – Lyle Ott moved** to accept the Financial Report as printed and circulated with additional bills for Cintas and Charter Communications. Seconded by Nancy Zimpel.

Motion carried.

### **c. Library Happenings:**

Staff health issues are causing a shortage of workers recently. As a result, Chris has found it necessary to work 50 or more hours some weeks to cover Library staffing needs.

### **Automation/Technology:**

#### **Shared System/LARS:**

LARS will be meeting in Brillion on Friday, September 18. LARS is seeking quotes for system-wide use of databases including Ancestry.com and databases A to Z. The series notes in the card catalog need to be updated to show when a given book is part of a series of books.

#### **Technology updates:**

MCLS has learned that internet service through a CAN in the Manitowoc area is not as cost effective as service with ESLS. Internet service with Charter or another local provider may provide cost savings to all System Libraries.

### **Buildings and Grounds Maintenance**

#### **Any Building and grounds issues**

There was some water leakage from radiators in the stairways during hot weather. ACC found that the drainage tubes were blocked and fixed the problem.

#### **Library programs**

Read the Book, Be the Book will begin at the Brillion Nature Center on Saturday, September 19, 10:30 a.m.

#### **Library Friends**

Friends will be meeting in September.

#### **1000 books**

127 are signed up.

#### **Summer Reading**

Average attendance was down slightly as compared to last year for family and story-time programs. Average attendance this year was 24.50 as compared to 24.71 in 2014.

#### **Ongoing program updates**

Home schooling sessions will be offered monthly beginning Thursday, September 17<sup>th</sup>. This year's sessions will focus on some of the Library's resources' including those found online. Some of the youth will teach others about their hobbies. The group will be doing a scrapbook that will remain at the Library to be shared with others in the group.

### **Manitowoc-Calumet Library System**

MCLS held a workshop on searching the catalog in workflows. A workshop on Customer Service is planned for September 24<sup>th</sup> with many of the staff attending.

The Brillion team of nine youth took 3<sup>rd</sup> place in the MCLS 16<sup>th</sup> Annual Battle of the Books held on September 9<sup>th</sup>. The New Holstein team placed 2<sup>nd</sup>, and the Manitowoc team took first place.

MCLS communications has improved some.

A list of WPLC 2015 periodical magazine collection that will be available through the Wisconsin Digital Library was passed for Board members to pursue.

### **Library Budget**

Chris turned the Library's budget in to the City by August 27<sup>th</sup>. The Library is scheduled to present their budget on September 28<sup>th</sup> at the COW meeting. Limits given on increases for various budget items were: staffs pay not to exceed 2%; utilities 5% and health insurance 9%.

**Motion:** Nancy Zimpel moved to approve the 2016 budget as printed and circulated. Seconded by Lyle Ott. Motion carried.

### **NEW BUSINESS**

None

### **PRESIDENT**

No Report

### **CITIZEN INPUT**

None

### **SET NEXT MEETING DATE**

The next Brillion Public Library Board Meeting will be held on October 21, 2015 at 10:00 a.m.

### **ADJOURNMENT:**

**Motion** – Dean Wallace moved to adjourn the meeting. Seconded by Betty Nies. Motion carried. The meeting adjourned at 10:42 a.m.

Dean Wallace, Secretary pro tem