

April minutes of the Slinger Community Library Board
Monday, April 12, 2021

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board President Linda Brandt at 218 Slinger Road, Slinger, WI at 4:30pm on April 12, 2021 in accordance with Notice of Meeting delivered to members on April 9, 2021.

Roll Call and Confirmation of Open Meetings Law:

	<u>Present</u>	<u>Absent</u>
Linda Brandt	X	
Marlyss Thiel (excused)		X
Vicky Farr	X	
Holly Koerner	X	
Beth Lighthizer (excused)		X
Donna Moldenhauer (excused)		X
Cheryl Korinek	X	
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Also present:

Leslie Schultz, Library Director

Margaret Wilber, Village Administrator

I. Public Appearance – Open for Public Comment

President Brandt thanked Trustee Koerner for serving two terms, six years, on the Slinger Community Library Board.

II. Consideration and possible action regarding the minutes of the March 8, 2021 meeting.

Motion by Korinek /Farr to accept minutes as presented. Motion carried.

III. Consideration and possible action regarding vouchers for March 2021.

Motion by Farr/Koerner to accept vouchers as presented. Motion carried.

IV. Old Business

A. Review and Action

i. Staff positions update

Director Schultz stated that a circulation clerk was promoted to the position of Youth Services Librarian and she started in that position on March 30th. This internal promotion led to an open circulation clerk position. Director Schultz stated a circulation clerk put in her notice to leave May 13th. Director Schultz stated two clerk positions are now vacant and recommended hiring two clerks for 15 hours per week at \$10.15 per hour. Director Schultz stated that one of those vacant clerk positions performed cataloging duties and recommended increasing the Catalogers hours from 26 to 28 hours per week to cover some of the increase cataloging work load.

Motion by Brandt/Korinek to increase the Cataloger hours from 26 hours to 28 hours per week. To reevaluate at end of 2021. Motion carried.

Motion by Farr/Koerner to hire two circulation clerks for 15 hours per week at \$10.15 an hour and to immediately advertise for these two circulation clerk positions. Motion carried.

V. New Business

A. Review and Action

i. Library Investments (Certificates of Deposit)

Motion by Korinek/Farr to open a new CD at Forte Bank for 12 months/.20% and to renew CD C at Forte Bank for 12 months/.20%. Motion carried.

VI. Board Development Sessions

i. Motion by Korinek/Farr to continue to watch the Short Takes for Trustee videos during Library Board meetings and to have the Board Development sessions be moved to after the Director's report. Motion carried.

ii. The directors were shown the Short Takes for Trustee video on library polices and given a handout to accompany the video.

iii. The Trustees were also given a copy of Trustee Essential #10: Library Policies from the Trustee Essentials Handbook.

VII. Director's Report

A. Circulation and Library Use Statistics

Director Schultz stated the March total circulations, digital and physical were 7,780 with physical circulations at 6,602 and digital at 1,178. Director Schultz stated physical circulations increased 4.8% (307 items) from February 2021 and digital circulations increased 15.5 % from February 2021. Director Schultz stated patron visits in March were 1,823 an increase of 21.5% (323 patrons) from February 2021.

B. Library Program Report-March

Director Schultz shared the program statistics for March.

B. Friends of the Slinger Library update

Director Schultz shared the Friends of Slinger Library (FOSL) Treasurers report and future fundraising events. Director Schultz also stated the FOSL approved the purchase of 6 life-size games. Director Schultz also shared that FOSL will have Staff Appreciation week from August 2nd-6th, they are donating the funds for the craft bags for the Slinger H.S. Vocal Jazz Zoom Princess Tea Party, and FOSL board members encourage the library staff and library board members to donate items/baskets for the 2021 Silent Auction.

VIII. Next Meeting Date: Monday, May 10, 2021 at 4:30pm

IX. Adjourn Meeting

Motion by Korinek/ Farr to adjourn at 5:29pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director