

Library Board Meeting Minutes
February 10, 2014

MEMBERS PRESENT

David Braun, Evonne Horn, Tim Jones, Rebecca Littlefield, Patricia Mohs, Holly Muller, Debbie Spitzer, Susan Vermilya, Jo-Ann Wegman, City Administrator Nick Koverman, and Librarian Sharon Grossardt

MEMBERS ABSENT

None

President Jo-Ann Wegman called the meeting to order at 6:30 pm.

The agenda was adopted on a motion by Debbie Spitzer, seconded by Becky Littlefield. Motion declared carried.

NEW BOARD MEMBER

Holly Muller was welcomed to the Library Board.

BOARD MINUTES

The Board approved the minutes of the January 13, 2014 meeting on a motion by Pat Mohs, seconded by Debbie Spitzer. Motion declared carried.

REPORTS FROM SELCO / SELCO LIBRARY FOUNDATION / FRIENDS OF THE LIBRARY

Sharon Grossardt reported for Jill Mueller on the quarterly meeting of the SELCO/SELS Board of Trustees, held on February 4th. The Strategic and Technology Plan for FY2015-FY2018 was approved, the new public catalog (Enterprise) was demonstrated, and Library Legislative Day was announced for March 5th.

Librarian Grossardt will attend a SELCO Advisory Committee meeting tomorrow. The 2013 annual report to the state will be discussed.

Debbie Spitzer said that the SELCO Library Foundation Board has not met or conducted any business since November.

Sharon Grossardt presented a summary from Linda Mueller, treasurer of Friends, about their fall book and bake sale. \$445.30 was raised from the book sale and \$363.20 from the bake sale, for a total of \$808.50. This is about \$120.00 less than last year's sales, but \$150 higher than the 2009-2011 sales.

FINANCIAL & CIRCULATION REPORTS

The financial reports were presented, and Librarian Grossardt explained the annual expenditures for computer leasing, public-access computer management, and ebook subscription. The Petty

Cash and Circulation reports for January were approved on a motion by Debbie Spitzer, seconded by Pat Mohs. Motion declared carried.

LIBRARY GOALS FOR 2014

Dave Braun made the motion, seconded by Tim Jones, that the following goals be adopted:

Short-Range Goals:

- Provide ongoing publicity through regular newspaper articles
- Get a more interactive Web presence, with at least an updateable Library web page
- Acquire additional furnishings and equipment, e.g. meeting room chairs
- Continue to develop collections in new formats, e.g. DVDs
- Develop additional fundraising ideas, especially for Gladiolus Days
- Partner with local organizations to promote the Library, e.g. Friends, Farmers Market, Art a Tac
- Promote volunteerism, e.g. informal reading
- Make use of Legacy funding opportunities
- Continue the annual Board-sponsored fundraiser
- Continue to support the OverDrive service
- Schedule regular art gallery themes to make use of our display equipment

Mid-Range Goals

- Beef up the Library's offerings, e.g. author nights
- Partner with Community Education and other groups through use of the meeting room
- Increase materials budget

Longer-Range Goals:

- Design, order, and place a formal donor recognition plaque
- Landscaping
- Provide subscription reference database(s), e.g. a genealogical research database
- Keep up with new technology, and make it available to the public
- Building improvements (HVAC, etc.)

Motion declared carried.

CENTENNIAL EVENTS AND PROGRAMMING

Jo-Ann Wegman reported she took down the quilt display last week, and most have been returned to their owners.

Board consensus was that the gift baskets for the "100 Years, 100 Books" drawings should be exhibited in the display case after Valentine's Day. A few more items have been received for them, and Debbie Spitzer said she would pick up some others.

Sharon Grossardt called the Board's attention to the "Blind Date with a Book" display. About a third of the books have gone out already, and she is looking for additional titles and blurbs.

2014 FUNDRAISER

General tasks for the fundraiser were volunteered for and assigned.

Sharon Grossardt presented a draft of the letter to businesses. It required changes from last year's as the centennial coins are not being offered this year. A motion was made by Becky Littlefield that the sponsorship levels be offered three, two, and one complimentary tickets, but it failed for lack of a second. A motion was made by Tim Jones, seconded by Sue Vermilya, that Epic level sponsorship come with four complimentary tickets, and Novel and Short Story levels of support come with two complimentary tickets. Motion declared carried. City Hall will mail the letter to businesses when Jo-Ann Wegman has signed it.

LANDSCAPING

The Library's flower beds were discussed. Librarian Grossardt will contact the Saratoga Challengers 4-H Club before the March meeting to see if they intend to plant annuals again this year.

OTHER

Administrator Koverman reported that we may be getting new chairs for the conference room, if the Friends are able to accept them for us. They are in the process of re-applying for their 501C3.

The next Board meeting is scheduled for March 10th.

ADJOURNMENT

The meeting adjourned at 7:30 p.m. on a motion by Tim Jones, seconded by Evonne Horn. Motion declared carried.