



Brodhead Memorial Public Library

Library Board of Trustees--Meeting Minutes Thursday, February 13, 2020

Meeting of the Brodhead Public Library Board was called to order at 4:00pm by President Kelly Gratz. Members in attendance were Kelly Gratz, Diane Anderson, Kirsten Novy, and Cassandra Huffman. Members absent include Ann Anderson, Joe Kohlman, and Nancy Nettesheim.

Diane Anderson motioned to approve the agenda and deviate when necessary with a second motion from Kirsten Novy.

Motion from Kelly Gratz to approve the minutes from January 9th meeting with corrections following a second motion from Cassandra Huffman.

No patron or public concerns required attention at this meeting.

The library board reviewed the 2019 Public Library Annual Report from WI DPI which included the following data: Total circulation: 55,718, Patron visits: 44,303, Computer use: 4,439, Wireless internet usage: 25,683, Library programs: 219 with patron attendance of 6,245. Data revealed that there was an increase in nonresident circulation as well as resident circulation.

The board discussed the effectiveness of leadership with SCLS and decided that a statement from our board was deemed appropriate to address how SCLS leadership handled the board's concerns with regards to local control of funds. Diane Anderson motioned to approve followed by a second motion from Cassandra Huffman for board President Kelly Gratz to work on a statement to communicate our perspective on the effectiveness of leadership from SCLS.

There were no vouchers or reimbursements at this time.

Judy Koller received approximately \$3,000 in library donations from the Dick Koller Memorial Funds. She would like a small percentage to be allocated for books and the remaining donation to fund a need that is more substantial and would ultimately benefit the library in the future. The library will collaborate with her to identify how to use the remaining funds. Motion to approve by Kirsten Novy and second from Diane Anderson that a small percentage of donation to be utilized for books and to work with Judy to determine the use of remaining donation.

The Director's report illustrated a 12% increase in visits when comparing January 2019 and 2020 data, an increase of 21.4% in items out, and a 93.4% in items added to library circulation. The report also showed an increase in computer use and wireless internet use. The month of January included 21

programs with 918 attendees. The Director's report was approved with a motion from Kirsten Novy and a second motion from Cassandra Huffman.

It was mentioned that multiple new residents in Brodhead utilized the library as their starting point to get involved within the community and to meet other residents.

Future agenda items include: reviewing personnel manual, job descriptions, and the financial policy.

Motion to adjourn was made by Diane Anderson and seconded by Kirsten Novy.

Meeting adjourned at 4:32pm.

Minutes respectfully submitted by
Kassandra Huffman, Library Board Trustee