

MINUTES OF THE WOODSTOCK PUBLIC LIBRARY BOARD OF TRUSTEES

Treasurer Dan Lemanski called the August 6, 2015 meeting to order at 7:03 p.m. in the Board Room of the library.

TRUSTEES PRESENT: Mary Ann Lenzen, Betty Hopp, Dan Lemanski, Robert Laurie, Leslie Schubert, Lori Nerland. (Gayle Hoch arrived at 7:25 p.m. during the Librarians Report.)

ALSO PRESENT: Nick Weber, Library Director
Stephanie Palmer, Administrative Assistant
Roscoe Stelford, City Manager

ABSENT: Linda Warriner and Christy Johanson

MINUTES:

Robert Laurie moved that the minutes of the regular July 9, 2015 meeting be approved as presented. Dan Lemanski seconded and the motion passed unanimously.

PUBLIC COMMENT ON NON AGENDA ITEMS: None

COMMUNICATIONS: None

APPROVAL OF EXPENDITURES:

- **Building Fund expenditures:** Lori Nerland motioned to approve the building fund expenditures of \$5,066.49. Robert Laurie seconded and the motion passed unanimously.
- **Operating expenditures:** Mary Ann Lenzen motioned to approve the operating fund expenditures in the amount of \$42,148.40. Leslie Schubert seconded and the motion passed unanimously.

LIBRARIAN'S REPORT:

Children's Librarian, Mary Ryan, gave her report on the final numbers for Summer Reading. The theme was "Every Hero Has a Story" which was very successful and well-received. There were 750 participants and a total of 17969 hours read. Circulation was down by 3% in July, and our visitor count was down also slightly.

UNFINISHED BUSINESS:

Building Projects: Demolition of the concrete areas in the front of the building were completed on schedule in July and current brick installation is going smoothly. We are still waiting on the display board for the Gallery Area. This past week Fiber has been installed around the city including the line for the Library, however, the Fiber won't go "live" until January 2016 at the earliest.

Logo: Progress has been slow and more discussion will continue once we near a more polished product.

125th Anniversary: Planning is continuing on the staff side of things.

NEW BUSINESS:

PR Committee Report: The PR Committee met and continued discussion on the current progress with library logo and talked about patron demographics.

Disaster Plan: The Committee is currently working on implementing an active shooter and unattended bag policy

Unattended Bag Policy: Handout to review.

All Staff Meeting: Lori Nerland made a motion to close the library till 1:00 p.m. on October 16th 2015 for the All Staff Meeting. Mary Ann Lenzen seconded and the motion passed.

Gift Spending: Spending has started on a few of the smaller items, the next items we are looking into are iPads.

ADJOURNMENT: Betty Hopp moved to adjourn the meeting. Mary Ann Lenzen seconded, and the motion passed unanimously. The meeting adjourned at 7:54 p.m.