

## **ALGOMA PUBLIC LIBRARY BOARD OF TRUSTEES**

### **Minutes of February 19, 2007 Meeting**

Vice President Jane McLaren called the meeting to order at 4 PM. Present: Jane McLaren, Merle Colburn, Carolyn Wolske, Ron Welch, Linda DeMeuse, Library Director Rita Schiesser, and Pat Cichon. Excused absence: AnnSchoenborn.

The agenda was approved on a motion by Cichon, second by DeMeuse.

The January minutes were approved on a motion by Colburn, second by Wolske.

DeMeuse moved, second by Colburn to approve payment of bills. Motion carried.

### **Director's Report:**

#### **Library statistics:**

**People:** 4,527 people visited the library in January 2007. Down 470 from January 2006. Daily average: 174.

**Circulation:** 8,475 items were circulated in January 2007. Down 452 from January 2006.

**Donations:** \$25 was donated for the purchase of a book in memory of Marvin Dier.

The Algoma Library Friends have donated funds to purchase a new library book truck in the amount of \$537.23. The Friends have also approved funds for the purchase of a new mat for the library entrance and a new Marker/White Board with Easel.

The Shanty Days Endowment Committee has awarded the library with \$100. This money will be used to help purchase a movie license through Movie License USA. Nicolet Federated Library System was able to purchase licenses for member libraries at a discount. We will be using the license for programming projects.

The library has received \$3,840.05 interest from the Sid Knudsen Trust.

### **Other:**

Regarding the recent WI Attorney General's opinion on confidentiality of library records, it appears local libraries may follow the advice of their local City Attorney. It is advised that the municipality's attorney look at the opinion and a copy has been referred to the Algoma City Attorney for review. The Dept. of Public Instruction is looking at proposing a revised wording of the statute to the legislature.

A letter of appreciation from Jill Gilson appeared in the Algoma Record Herald praising staff member Alyce Sutter for her dedication and efforts in providing excellent library service. Alyce delivers library materials to the Luxemburg library station located in Baylake Bank.

Staff member Mary Bohman received a letter of appreciation for participating in the Tiny Tots Jamboree held on Feb. 3.

Mrs. Bohman has also visited the schools promoting the Milwaukee Bucks Read to Succeed Challenge. Students who complete the challenge will receive a free ticket to a Bucks game.

**Programs:** There were 32 programs in January (2 for adults; 24 for children; 6 for families) with a total attendance of 437 people.

**Other Issues:** Director Schiesser distributed a sample of a letter sent to patrons who have not returned items borrowed from other libraries. Our library is responsible for replacement costs, which are passed on to the delinquent patron. Discussion followed.

**Building Feasibility Study:** The Board approved expenditure of no more than \$1,000 for its share of the building feasibility study through Focus on Energy.

Director Schiesser distributed completed copies of the Annual State Report. Motion by Cichon, second by DeMeuse to approve the Annual State Report. Motion carried.

The Statement of Public Library System Effectiveness was approved after a motion was made by Wolske, second by McLaren.

Vice President Jane McLaren and Director Rita Schiesser shared with the Board some of their impressions on Library Legislative Day held in Madison. McLaren distributed copies of information gathered and will speak to the Board regarding it at a future meeting.

**Algoma Library Friends** are planning a “fun” public program cosponsored with Kewaunee Library Friends sometime in May.

**March Agenda Items** include Goals & Objectives; Long and Short Range Plans; Legislative Issues

Meeting adjourned at 5:30 PM after a motion by Cichon, second by Wolske.

Pat Cichon

Secretary