

## **MINUTES OF THE WOODSTOCK PUBLIC LIBRARY BOARD OF TRUSTEES**

President, Mary Ann Lenzen, called the March 3, 2016 meeting to order at 7:31 p.m. in the Board Room of the library.

**TRUSTEES PRESENT:** Dan Lemanski, Robert Laurie, Gayle Hoch, Leslie Schubert, Christy Johanson, Mary Ann Lenzen and Linda Warriner

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

**ABSENT:** Betty Hopp and Lori Nerland

### **MINUTES:**

Robert Laurie moved that the minutes of the regular February 4, 2016 meeting be approved as corrected. Leslie Schubert seconded and the motion passed unanimously.

**PUBLIC COMMENT ON NON AGENDA ITEMS:** None

**COMMUNICATIONS:** None

### **APPROVAL OF EXPENDITURES:**

Mary Ann Lenzen motioned to approve the February 2016 warrant for both the Building and Operating fund in the amount of \$32,088.44. Linda Warriner seconded and the motion passed unanimously.

### **LIBRARIAN'S REPORT:**

Circulation was down 3.2% in February, though our visitor count was up by 6.4%. The new shades were installed in February and have made a significant difference in the look and feel of the children's area. Final interviews took place for the open Spanish speaker position. Teen Study night was popular, however some of the kids who came were there the food, not to study. In the future the situation will be monitored to ensure they are there to study.

### **UNFINISHED BUSINESS:**

#### **Building Projects:**

**Air Vents:** Discussion will continue.

#### **125<sup>th</sup> Anniversary:**

**Art Grant Tiles:** The project is continuing at a steady pace with several groups coming in to complete tiles.

**Logo:** Variations of the logo will be created for both the friends group and the Rural Library District.

**Trivia Contest:** There were five teams present at the first annual trivia contest.

**First New Card:** A gift bag has been constructed for the individual who receives the first new library card. Staff members are keeping an eye on the supply of old cards so we know when to start promoting the new cards.

**Birthday Party:** Planning for the birthday party is almost complete with the staff planning to wear 1891 inspired outfits for the 125<sup>th</sup> birthday party on March 23<sup>rd</sup>.

**PR Committee Update:** Discussion will continue.

**Joint Meeting:** Mary Ann Lenzen made a motion to reschedule their regular scheduled meeting on May 4<sup>th</sup> to allow the opportunity to have both their regular meeting and a joint meeting with the Rural Woodstock Library District Board. Christy Johanson seconded and the motion passed unanimously.

**NEW BUSINESS:**

**Mini Links:** The Friends of Woodstock Public Library's 8<sup>th</sup> annual Mini Links will be on March 11<sup>th</sup> and 12<sup>th</sup>.

**FY 2015/2016 Budget:** The current fiscal year 2015/2016 budget is on pace with only a couple months left before the start of the new budget.

**Draft Budget FY 2016/2017:** Robert Laurie made a motion to accept the new draft of the fiscal year 2016/2017 budget as presented. Gayle Hoch seconded and the motion passed unanimously.

**ADJOURNMENT:** Gayle Hoch moved to adjourn the meeting. Mary Ann Lenzen seconded, and the motion passed unanimously. The meeting adjourned at 8:37 p.m.