

Black Earth Library Minutes 7-18-18

Gary S, Carol, Angie, Heather, James' sub Pam

- 7:04 p.m. meeting called or order.
- Tabling minutes approved
- Friends of the library: Pie Auction next Tuesday (drop pies at library before 5 or at the park, book sale during Field days)
- Treasurer's report:
 - Written statement reviewed. Two new memorials—Bonnie Butler and Margaret Nelson
 - Move to approve, seconded, and passed
 - Action on the bills
 - Shellie was concerned about % of periodicals fund remaining. Carolyn explained this is not a cause for concern.
 - AV line has a low remaining balance, even with the \$1500 rebate transfer from the June meeting decision. Possible solution—move money from the library fund.
 - Postage is over budget due to a twice yearly payment of \$58 for a dedicated mailbox for the library.
 - Statewide digital fund also has a negative balance. Carolyn explained this is a one-time occurrence and not cause for concern.
 - Brian and Angie came in mid-month to sign bills and reconcile the accounts.
 - Gary questioned interest charges. Carolyn also explained that the late charge and interest fees were removed by the credit card company. The late charge continues to be a concern.
 - Star News bill will be paid this week so that it is not late. Brian will come in to write a check for this.
 - Motion to approve the bills passed.
- Director's report:
 - Shawn Brommer meeting—delayed responding to Carolyn's emails and request to set up meetings regarding the strategic planning. It was hoped Shawn would help create the strategic

plan for our library. No strategic plan exists at this time. We have a revised vision plan, a mission that needs revision, and a desire to have a strategic plan for the next 5 years, containing specific timelines. This is part of Shawn's job through the South Central Library system.

- Shawn has since connected with Carolyn and set up a meeting.
- There was discussion regarding the Village's response to latest updates regarding the strategic plan. Pat M and the Friends of the library have agreed to work on creating a survey to gather data that will be used to guide our strategic plan.
- Next meeting of the Library board working on the strategic plan will be set after Carolyn sends emails to coordinate. Carolyn will email Shawn with the date and hope she responds. Carolyn will reach out to New Glarus to see if she can obtain a copy of their strategic plan from them.
- Marilyn Dewitt, Gary Olsen and Carolyn met to discuss library history. Hope to have the strategic plan in place before the centennial. November 10, 100 years ago was the first library board meeting.
- Carolyn also met with Ben Miller, former library director at Sauk City and is a library board member and connected at DPI. He provided insight into the planning of an addition to their library. Ben gave some ideas related to fundraising.
- Carolyn will be attending the Village Board meeting to discuss an additional 0.5 library staff member. August 7 meeting at 6:30 p.m.
- There was much discussion regarding the Village's comprehensive plan and direction for the library. There are many options regarding the future for the Village building and the library being discussed at multiple levels.
- Library News
 - August meeting agenda will reflect the need to sign the STS agreement for library services

- Angie, Carolyn, James, Pam will be attending the August Village Meeting. Gary and Heather may also possibly attend.
- Article discussion: Gary will write the author to further determine how this impacts Carolyn's benefits with regard to the Village and Library boards.
- Magic the Gathering—Kirsten is taking care of this on her own time. Are there other options? This offering happens on Kirsten's own time because it was not one of the initially planned summer options. New programming options should be directed to Carolyn for consideration due to staffing concerns. This illustrates the need for additional staffing to support the organic growth of programs.
- Oral History project was awesome on Saturday.
- 8:15 meeting adjourned.