

## ALGOMA PUBLIC LIBRARY BOARD OF TRUSTEES

### Minutes of December 16, 2013 Meeting

Ann Schoenborn called the December 16, 2013 meeting of the Algoma Public Library Board of Trustees to order at 4:00 P.M. Present: Nancy Kratz, Ron Welch, Julia Lasecki, Pat Cichon, Carolyn Wolske and Ann Schoenborn  
Excused: Jim Barlow and Diana McAninch  
Also Present: Director Rita Schiesser and City Administrator Jeff Wiswell

Open Forum: No comment

Motion by Cichon second by Welch to approve the December 2013 agenda. Motion Carried.

Motion by Wolske second by Welch to approve the November 2013 minutes. Motion Carried.

Motion by Kratz second by Cichon to approve the bills. Motion Carried

#### **Directors Report**

##### **Statistics:**

###### People:

3,905 people visits to the library in November 2013  
Daily average: 156

###### Circulation:

6,449 items circulated in November 2013  
Daily average: 258

Internet statistics: 671 internet sessions (419 hours)  
Wireless Use: 77 people (143 sessions)

#### **Donations**

Donation was made for purchase of books in memory of John Wilterding.

#### **Library Issues**

Metadata for the digitization project is nearly complete and being reviewed.

The planning committee for the Kewaunee County Library Services Board will hold their first meeting in January. Librarians from both libraries have been appointed to the committee.

The library is participating in the 1,000 books before Kindergarten project through the

Grow Wisconsin Readers initiative, encouraging parents and caregivers to read to children from birth through Kindergarten. There was discussion about the importance of reading to the young and what can be done to encourage and implement more reading.

Milk and Cookies with Santa was a big success. Thank you to the Algoma Optimists for sponsoring this event and providing the refreshments.

Trustees were given information about Library Legislation Day, and webinar opportunities during the Wild Wisconsin Winter Web Conference in January. Trustees were given 2013 webinar attendance records for staff and board members.

### **Programs**

There were 40 programs in November (8 for adults, 12 for families and 20 for children) with a total attendance of 476.

### **Building Issues**

A unit vent in the children's room is malfunctioning.

### **Other Issues**

Director Schiesser's evaluation was completed. The Board has been very satisfied with her service.

The malfunctioning unit vent and the need to have it taken care of was discussed.

Replacement of the steam trap and condensate pump was discussed.

Moved by Welch to use the remaining funds in the city portion of the budget for handling of heating/AC matters in the library. Second by Kratz All yes Motion carried

Moved by Cichon, Second by Kratz to pay end of year budgeted items. Motion carried.

### **Algoma Library Friends**

Algoma Library Friends had nothing to report.

The next meeting will be Monday, January 20, 2014 at 4 PM in the library.

Meeting was adjourned on a motion by Welch, and second by Cichon at 4:45 PM.  
Motion Carried.

Carolyn Wolske, Secretary