

Albany Joint Library Board Minutes  
Monday, February 6, 2017

The Albany Library Joint Library Board met at the Albertson Memorial Library. President Robb Spangler called the meeting to order at 6:30 p.m. Present were Robb Spangler, Wilbur McCreedy, Roald Henderson, Sue Dunphy, and Melissa Everson. Also present were Kara Blue, Library Director.

Proof of posting was verified.

Minutes were reviewed. Amendment to change wording concerning the resignation of board member Louise Spring was requested; motion to accept by Sue, seconded by Wilbur.

Treasurer's report was given. \$16,113.15 in checking; \$12,580.16 in CD; \$25,000 in maintenance fund (upon confirmation with Laurie Keepers). Motion by Roald to accept; seconded by Melissa. Motion carried.

Old Business:

- a. Strategic Plan
  - WLS provides consulting services for strategic planning; booked out through 2017; \$2000-\$2500; in January 2018, there is a possible self-guiding workshop-style service for about \$1500
  - South Central could also provide assistance
  - Blackhawk Technical College may also be an option; \$1000 for approximately eight hours of meeting time to facilitate
  - After considering which provider / consultant / process will best meet our needs, it was decided to pursue BTC to see what our next step would be; it is the consensus to contain meetings to regular meeting times as much as possible. Sue will contact to set up a meeting.
- b. Maintenance Fund Allocation
  - Kara checked with other libraries on similar funds; great variance in how other libraries fund their maintenance issues
  - Do we need to add something in our policy and/or strategic plan concerning this fund and donations to it?
- c. Spring Resignation
  - Robb indicated that a verbal resignation was received; with regret it was accepted and thank Louise for her countless years of service to the library and the community

New Business:

- a. New Library Board Member
  - Roald Henderson was introduced and approved; he will serve as a village member-at-large to replace Louise Spring
- b. 2016 Annual Report

- Shows fewer books, greater access to electronic materials, circulation down and fewer visits; over 20,500 items in print and 4,500 videos
  - Due to South Central 02/17/2017 (but will be sent 02/07/2017) before final submission to Wisconsin Department of Public Instruction
- c. Ten-Year Celebration
- Suggestions made as to when this celebration will be held, but nothing decided upon
- d. Kindergarten Classroom Libraries
- Kara will work with teachers as to what this will entail
  - Donations from community organizations possible

Librarian's reports for December and January were presented by Kara and reviewed.

Bills were submitted. Motion to approve by Wilbur; seconded by Sue. Motion carried.

The next meeting date – March 6, 2017 at 6:30 p.m..

Motion to adjourn at 8:15 p.m. by Melissa; seconded by Roald. Adjourned.

Respectfully submitted by:  
Melissa Everson, Secretary  
Albany Joint Library Board