

**Columbia County Library Systems Board**  
**March 15, 2019**  
**Meeting Minutes**

Columbus Public Library  
Columbus, WI

**Board Members in Attendance:**

Susanna Bradley  
Nan Hughes  
Betty Reiter  
Linda Ross

**Board Members Absent:**

Dianne Effinger - Excused  
Nancy Long - Excused  
Beth Ann Scott - Excused

**Library Directors in Attendance:**

Susan Santner – Interim Director/Resource Librarian, Portage,  
Whitney Parrillo, Randolph  
Tracie Miller, Wyocena

Board President Nan Hughes called the meeting to order at 9:08. We went around the table introducing ourselves. Nan noted that the meeting was properly noticed by publication in the Portage Daily Register.

**Approval of Agenda:**

Susanna Bradley made a motion to approve the agenda and Betty Reiter seconded it. It was approved unanimously.

**Approval of the Minutes of the January 18, 2019 Meeting:**

Linda Ross moved that the minutes be approved as presented. Nan Hughes seconded it. Minutes were approved without dissent.

**Visitors and Guests in Attendance:**

Sue Salter, member of the Columbus Library Board of Trustees and County Representative.

**SCLS Report:**

There was no report this month but Mark Ibach stands ready to attend our May meeting to help us with statistical information, ideas to improve our graphic design and help us to make a clear presentation to the county board members about our county libraries. We also request the help of Deb Haeffner with layout and design of our informational brochure and our report to the county.

**Annual Report to the Columbia County Board and Discussion of 2019 Goals:**

We will table this agenda and bring our ideas to the May meeting

**Resource Library Report (Including usage statistics and renewal costs for Tutor.com):**

Susan Santner, Portage Interim Director and the CCLSB Resource Librarian, presented a draft copy of the 2018 Annual Report. Lindsey Ganz and Susanna Santner can be thanked for their quick action. The clerk's office sent the format information to the former director, Emily Goad's email and current staff was unable to access the form. Thankfully Susanna Bradley made President Hughes aware the report was due soon and she made sure Susan Santner was informed of the situation and completed the report on time.

Tutor.com: We discussed the cost effectiveness and low use of Tutor.Com. Use of the program requires a library card. We have to look at the fact that BadgerLink is available to public school students. Home school families need to be made aware of this tool. This program is also of use to adults especially if they need to update their resume. Our contract ends June 30, 2019 so we have time to promote the program with public and school librarians, and homeschoolers to make a more informed decision whether or not to continue with this program.

#### **Round Robin Discussion on Funding Streams and Possible Initiates:**

Directors in attendance shared how county, village, and township funding effects their budget. Their input will be valuable at our budget meeting when we meet in May. We discussed the possibility of an educational program that could be shared with all ten libraries in the county. When a joint program is introduced dates of all the events would also be published. Cross promotion of programs is a possibility. This does not have to land on the desk of the director. The friends group and/or the library board could also be involved.

In May need to talk with Mark Ibach about outside funding for libraries such as grants or support from local, county wide, state wide or nationwide corporations for financial support. We need to look at how our board could help search for funding. This could be tackled at our May meeting. Perhaps we could ask each library director to develop a random list of potential donors. This would give us an idea of resources available.

#### **Annual Report to the Columbia County Board and Discussion of the 2019 Goals:**

We requested Susan Santnert double check the statistics on page two. They appear to be the same as last year. In the 2019 report we would like to see the payments to libraries from Columbia County included, and possible changes to the graphic on the organization chart. In May let's look at the report and the trends we see. One question from the budget meeting was, "What are librarians doing to encourage their residents to check out books from their library so patrons don't go outside the county"? Maybe we should address this next month. The good news is the county circulation went up last year! Susanna Bradley made a motion to approved the 2018 Annual Report with changes as discussed. Betty Reiter seconded the motion. Motion passed unanimously.

#### **Communication with County Board Members and CCLSB Brochure:**

We will table this until May.

#### **Announcement of the Columbia County Advocate of the Year:**

The award was given to Gerald and Laureen Lueck, Angie W. Cox Public Library, Pardeeville. Laureen had been active for many years leading the story hour, longtime member of the Friends of the Library, doing whatever she was asked to do. Gerald has been by her side building games, shelving, and helping with other projects when asked.

#### **Support Opportunities for Friends of the Library Groups:**

There has been discussion among some of the friend's groups as to if all the groups in Columbia County could gather together to garner new ideas and bring a freshness to their groups. Betty will do some work on this and have information to share at the May meeting.

#### **Reports on Library Visits:**

Betty Reiter visited the Rio Library for their board meeting. They were discussed updating policies. Director Jenna Assmus shared the programs that are in process and programs they hope to introduce. At the end of the meeting Betty was given an opportunity to ask questions and she asked if their library and school use the Tutor.com program. Jenna talked to the school administrator and he was willing to have her share this information with students and provide a library card to those that didn't currently

have one. Jenna is the organizational person for the county directors. She sends out the agenda to the directors.

**Additional Input from County Library Directors:**

Nan Hughes reminded the directors that they should be getting the CCLSB agenda and “draft” minutes from Susan Moll, county clerk at least a week before meetings. The 2019 Action Plan can be found on the Portage Library web page when you look under the CCLSB tab. Past minutes are also posted. This is also under the Columbia County page.

Our May 17<sup>th</sup> meeting will be in Cambria.  
We adjourned at 11 a.m.



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Betty Reiter, Secretary  
Prepared March 18, 2019  
Approved May 17, 2019