

COLUMBIA COUNTY LIBRARY BOARD MEETING MINUTES

Portage Public Library
Portage, WI

March 21, 2014

Board Members in Attendance: Dianne Effinger, Nan Hughes, Susan Martin, Andy Ross, Pat Westby and Carol Ziehmke.

Member Absent with prior notice: Judy Eulberg

Library Directors in Attendance:

Cathy Borck	Kilbourn Library- Wisconsin Dells/Lake Delton
Jennifer Casey	Wyocena Public Library
Kris Daugherty	Poynette Public Library
Cindy Fesemyer	Columbus Public Library
Erin Foley	Rio Community Library
Trish Frankland	Lodi Women's Club Library
Cassandra Lull	Angie W. Cox Public Library - Pardeeville
Shannon Schultz	Portage-Resource Librarian
Jennifer Tallman	Jane Morgan Public Library

SCLS Representative: Jean Anderson- Continuing Education Consultant

President Carol Ziehmke called the annual joint meeting of the Columbia County Library Systems Board and the County's Library Directors to order at 9:08 a.m. The meeting was properly noticed and a quorum of the Board members was in attendance.

Agenda: Nan Hughes moved that the agenda be approved as presented, and Patricia Westby seconded the motion which was then passed without dissent.

Minutes: Andy Ross moved that the minutes of the Board's January 3, 2014 meeting be approved as presented and the motion was seconded by Nan Hughes. The motion was passed unanimously.

Annual Report to the County Board: Shannon Schultz discussed the draft of the annual report and explained that some of the differences in the statistics between the 2013 report and that of the prior year difference were caused by changes in the state's reporting requirements, and other deviations were the result of 7 of the 9 county libraries cutting back servicing hours during renovations or other building projects during the year. Dianne Effinger moved that the 2013 Annual Report to the County Board be approved as submitted, and Nan Hughes seconded the motion. Trish Frankland suggested that the name of the County Library Advocate of the Year – 2013 (the Cambria Kiwanis Club) be added to the report. That motion was agreed upon; the revised Annual Report to the County Board was unanimously approved.

Resource Librarian's Report: Shannon Schultz said that since this was a joint meeting with the county's library directors, she would let them speak for themselves. She said that the current Strategic Plan will be revised in 2015, and that the Board should consider the approach it wishes to take in developing this long-range plan.

SCLS Report: Denise Anton-Wright, who had served as the Public Library Administration Consultant, left SCLC in early March to join the State of Wisconsin's Department of Public Library Development Team, which is a part of the Division for Libraries and Technology. SCLS has decided to not fill the position, but other members of its leadership team will continue to attend the county's Library Systems Board meetings. Jean Anderson, the Continuing Education Consultant reported:

- Annual reports were all completed, and now SCLS will begin working on adjacent county reimbursement requests;
- The SCLS marketing Work Group has decided to take on two new projects; one is youth literacy and the important role that libraries play in supporting/advancing youth literacy. The second is the role that libraries play in job training and job searches. The goal of both is to show how libraries are already supporting the ideals that lawmakers are pursuing at the state level.
- The technology committee has approved the proposal to move e-mail to Microsoft's cloud-based Office 365. All libraries with @scls.lib.wi.us will be affected.
- The LibLine Koha upgrade to release 4.18 is scheduled to begin at 9:00 pm on April 2, but the system should be available the morning of April 3. This is a major upgrade that addresses fines and fee structures. It provides the enhancements necessary for on-line fee payments among other improvements.

Columbia County Library Advocate of the Year Award: Shannon Schultz distributed copies of the advocate nominations prior to the meeting. Sue Martin moved that Lorna Hill, a Columbus Library Board Trustee and advocate be named the System's 2014 Library Advocate of the year. Andy Ross seconded the motion and it was unanimously approved.

Library Visits: Dianne Effinger visited the Pardeeville and Wyocena libraries. She was impressed with the makeover in Pardeeville and its new meeting rooms. She also commented on the new colorful children's area and the new lighting. She also enjoyed a visit with the new director. The county nutrition site in Pardeeville has moved into the library, and it is felt that this will increase participation in library programs and in circulation. She reported that she found the Wyocena library very inviting and relaxing with a pleasant atmosphere in a nice community building, with a comfortable children's area.

Nan Hughes said she visited the Kilbourn Library (Wisconsin Dells/Lake Delton) on a Saturday morning and was impressed with the displays at the end of the stacks, and their wide variety on different topics. She also enjoyed meeting with the children's librarian and was impressed with the fact that the library had books in Polish and Spanish languages to meet the needs of the community's diverse population. It appeared that the "1,000 Books Before Kindergarten" was very important at this library. The Friends of the Kilbourn Library donated \$500 to the local school district for the purchase of e-books.

Sue Martin visited the Poynette Library where she was excited to see that the library expansion/renovations were well under way, and she bought some raffle tickets that were being sold in a fund raiser.

Joint meeting with County Library Directors:

The first portion of this meeting was the introduction of all in attendance: the library directors and the members of the Columbia County Library Systems Board. Following that, each library director made a brief presentation.

Cathy Borck - **Kilbourn Library Director** (Wisconsin Dells/Lake Delton):

The Friends of the Library is considering another remodeling project that would transform a basement room into a program room. The library is gearing up for National Library Day with planning a different event for each day. Those events may include activities such as social media, local artists, Indian ancestry, 'Ready, Set, Go Get Healthy,' story hours and crafts, a 'teen-tween' event, a tumbling story hour, as well as drop-in activities. The library's microfilm collection is being digitized and a data base is being developed. The library also serves as a meal-site host.

Cassandra Lull – **Angie W. Cox Library** (Pardeeville) reported that her library also is a meal-site host. The library recently sponsored "Blind Date with a Book" with a rating system and 21 responses were received. Next week, there will be a Hunger Games event to encourage teens to get back to the library. The newly sited children's area is doing very well, and the staff is gearing up for its summer library programs.

Jennifer Tallman – **Cambria Library:** The library will be partnering with the community for its second Cultural Extravaganza the first weekend in October. The library's long range plan is being revised with an emphasis on building options. The library is the only public building in town that is open all day and has the only WIFI available; as a result, the library has become the meeting venue of choice for the townspeople. The library will be hosting a Smart Money week during which the local bank will hold an identity theft informational program.

Trish Frankland - Co-Director **Lodi Women's Club Library:** The library continues to expand its literacy efforts, and recently celebrated its first 'graduate' of its "1,000 Books Before Kindergarten: program. That resulted in local, and area-wide publicity. The library is trying to optimize its space and is using restroom displays to emphasize the importance of literacy. Lodi is a strong quilting community (both library directors are quilters) and the quilting guild and the library are collaborating on programming. In May, there will be a program on Barn Quilts. Other special events are also on the agenda: special programs during Spring Break week, a master herbalist will do a presentation, and the library teams with the Masonic Lodge and the local food pantry on a blue gill fish fry. The money raised this year will be donated to the library and used to expand its digital program. The food pantry will also benefit because those who contribute two or more non-perishable items to the pantry will get \$1 off the cost of the meal.

Erin Foley – **Rio Community Library:** The library board approved the long range plan which includes additional adult programming to attract more visitors to the library. T

he library makes good use of the SCLS movie license and recently had a viewing of 'Frozen.' They received an LSTA grant and used it to purchase magnetic wall boards. The Friends of the Library is going to add cabinets to the meeting room so that the meeting room will provide organized storage space. Ern was recently appointed to the LSTA Board.

Kris Daugherty – **Poynette Library:** The community has been tremendously supportive of the library's expansion/renovation plans and has donated nearly all of the \$100,000 goal. The money has been raised by out-right gifts, raffles and special events. The work on the expansion is well under way, and the community can now begin to see the fruits of their labor. The work should be completed by the first week in June, which coincides with Kris's retirement plans. The search for her replacement is underway.

Cindy Fesemyer – **Columbus Library:** The library has gained color and brightness with its new painting and carpeting, and the building's mechanicals have been up-dated. The library finally has its own parking lot, located right next door; the lot will be connected to the library by a WIFI garden with plantings and seating areas. The cost of the materials for the parking lot was donated by a long-time member of the library board. The local newspaper recently ran an article that explained the role of the library in the community. In recent months, adult programming has doubled, and while fewer children's programs are being offered, attendance at those programs has increased with programming based on the results of an evaluation and assessment of program needs. The library has implemented a new fine structure which includes the elimination of fines on over-due juvenile items coupled with an increase on adult fines (which had not been raised in over 20 – or maybe even more - years!). The Friends are now selling books that have been taken out of circulation, and a 'video play-away' system for children has been purchased. The recently added children's library has been named a reviewer for the Library Journal. The library continues to assess its space needs, and it has been determined that the library's current programs require 9000 square feet, but the facility has only 6200 square feet, and the potential for expansion at the present location is extremely limited. In order to increase the community's awareness of the needs of the library and get it engaged in discussing the library's future, a "Geek Our Library" marketing campaign will be provided in the near future.

Shannon Schultz – **Portage Library:** Shannon mentioned that the newly expanded library is under going some 'growing pains' and issues that were not prevalent in the past; the library expansion has brought in a variety of new 'customers,' and the tough winter the area experienced turned the library into a magnet for a winter-weary community. As a result, new disciplinary practices are being developed and security measures strengthened. Programming for all ages has continued to grow, including more adult-focused events such as 'Eat Well, Columbia County,' chair yoga, and a presentation on essential oils. The library has also begin to sponsor a "Memory Café" for dementia patients and their care givers. The children's programs continue to expand as word –of-mouth advertising grows. Career and resume' services are bring introduced in the library's new tech room, and the library is partnering with Second Harvest. This summer, the library will host a food service program, providing sack lunches for children with the cooperation of local service groups. The USDA reimburses \$3.50 per meal so the community volunteer groups would also benefit from participation.

Jennifer Casey – Wyocena Library: Jennifer is still rather new in her position and is kept busy ‘putting out fires.’ But she is also re-writing the policy manual and developing a volunteer policy. Parents have volunteered to get involved in toddler story programs, The library will host a book sale memorial Day weekend, and Grande Cheese is using the community room for an employee wellness program so that will increase traffic. The library sponsored a St. Patrick’s Day program for adults and children, and the library cooperates with the Columbia Health Care Center by providing book delivery; the residents are requesting more audio selections. An ‘adopt a grandparent’ program is being considered. This summer, a local teenager who has written two historical fiction books will put on a program, wearing historical costume, on ‘writing historical fiction.’ The community is becoming very involved in the library an its activities.

Other Business: President Ziehmke asked the group for suggestions on how the public can best learn about what is going on in each of the county’s libraries without having to go to 9 different web-sites. The idea of adding a library component to the county web-site was discussed. Sue Martin volunteered to meet with the county’s Management Information Services Director to define the purpose of such a component, if the group decided that would be a viable option.

Nan Hughes requested that the September County Library Board meeting be postponed from its regularly scheduled first Friday of the month to a later date so that it would not interfere with the activities and scheduling conflicts inherent with the beginning of the school year.

Next Meeting: The next meeting of the Columbia county Library System Board will be Friday, May 2, 2014 at the Columbus Library at 9:00 a.m. President Carol Ziehmke adjourned the joint meeting of the Columbia County Library System Board and the Columbia County Library Directors at 11:20 a.m.

Respectfully submitted,

Susan Martin for Judy Eulberg, Secretary

3/23/2014