

**Library Board Minutes**  
**February 8, 2022**  
**6:30 pm**  
**Via Zoom**

**DRAFT**



**Members Present:** \_\_\_\_\_

**Stephanie Ramirez (Library Director)**  
**Andrea Shrednick (Board Chairperson)**

**Absent Members:**

Jean Yeomans  
Carol Reise-Schoute  
Betsy Felix  
Jacquelyn Valde-Milsted  
Holli Klatt

Robert Mitchel  
Kathleen Lathiff Schwade

Guests - Future Board Members (we hope): Kelsy, Nicole, & Todd

**The meeting started: 6:30 PM**

### **Approval of the January Library Board Minutes**

Jean Moved to Approve  
Betsy Seconded  
Unanimous Approval

### **Director's Report**

This week - final touches will be put on the County Services Plan

No big changes are foreseen

The next meeting is February 17th and this is a Public Meeting

Board Members are encouraged to attend

When ready, this will appear before the board - and we are being asked to approve

Taylor - (staff member) has decided to leave the "library world".

- Job is posted
  - Looking for someone with MLIS(?) Credential
    - Open to new graduates
    - Applications accepted until the 22nd
- Action Items:
  - Annual Report (Hot off the Press!)
  - Our 2021 Circulation is up 42% over 2020. (Not at all surprising, given that 2020 was a pandemic year). Still - it's encouraging
  - Youth Services Program (all aspects going very well)
  - Electronic Materials circulation went down a bit -

- Again - not surprising as 2020 brought many parents to utilize the library materials during homeschooling efforts.
  - Program Participation was very strong. 2021 brought 10,000 participants (all together).
- Discussion and clarifications ensued
  - Carol Moved to accept the Library annual Report as Presented with minor adjustments as discussed
  - Holli Seconded the motion
  - Unanimous approval.
- In-staff Training Day is **Friday, March 11th**
  - Work to be completed on RFID
  - Over 12,000 items already tagged
  - What remains is the AV stuff - which is very time-consuming
- Library has not had an in-service date since 2019.
  - The library will reopen with regular hours on Saturday, March 12th.
- Andrea moved to close the library for in-service on 3/11/22
  - Jean Seconded the motions
  - Unanimous Approval

### **Bridges Library System**

1. The Wide Area Network Fiber Relocation was approved. This involves moving the fiber dmarc to the new data room in the Waukesha Public Library.
2. The Class Act Performing Artists and Speakers, Inc contract for the Summer Library Program was approved.
3. The Bridges Library System Board elected the following officers for the 2022-2023 year:

President: Linda Agar (inc)

Vice-President: Art Biermeier (inc)

Secretary: Amy Reichert (inc)

4. The next meeting of the Bridges Library System Board will be on February 16 at 4 p.m.

### **Delafield Public Library Friends**

1. Culver's dates to work in 2022: March 29, May 31, August 30, and November 29
  - a. This is tentative as new management has taken over. Betsy will confirm the dates and get back to us..
2. The Free Bag of Books for Teachers event went well in January. There were lots of positive reactions to the event.
3. No books sales during February. It has yet to be decided if the bookstore will open to the public in March.
4. The Friends are looking for two things: More Friends & Volunteers for Book Sale Dates. This is seen as the Library's "Bread and Butter" - and is much needed/appreciated as it helps with programing and service offerings.
5. The Milwaukee Art Museum and Betty Brinn Museum passes have been renewed for 2022.
6. The next meeting will be at 10:30 a.m. on February 16<sup>th</sup>.

Respectfully submitted,

Jean Yeomans

- Move to approve the Monthly Expenditures:
  - Jean moved to approve
  - Carol seconded the motion.
- Unanimous approval

***Meeting adjourned at 7:15 PM***

- **Next Meeting: March 8th, 6:30 PM Via Zoom**