

Ellsworth Public Library Board of Trustees Meeting Minutes
Ellsworth Public Library, 388 W Main Street, Ellsworth, WI 54011
July 25, 2023

The meeting of the Ellsworth Public Library was called to order by President Judy Perkins at 4pm.

Board Members Present: Sharon Hofmeister, Judy Perkins, Mindy Anderson, Carter Schutz, Henri Jansa

Absent: Mike Harris, Angie Bjork

Others Present: Tiffany Meyer (Director), Jeanette Wright (Friends of the Library)

Quorum Established/Compliance with Open Meeting Law Established

Motion to approve July Agenda made by Mindy Anderson, 2nd Henri Jansa. Motion carried.

Motion to approve June minutes made by Carter Schutz, 2nd Mindy Anderson. Motion carried.

Current Business

Review & approval of financial report: The financial report was reviewed. Motion to approve made by Sharon Hofmeister, 2nd by Henri Jansa. Motion carried.

Review & approval of monthly expenditures: The monthly expenditures were reviewed. Motion to approve made by Mindy Anderson, 2nd by Judy Perkins. Motion carried.

Review & approval of Director's Report: Tiffany presented the Directors report. Motion to approve made by Sharon Hofmeister, 2nd by Carter Schutz. Motion carried.

School Representative Report: No report

Village Representative Report: The Village is interested in using the old library space. Tiffany is working with Hines Auction to sell the remaining furniture. The Village of Ellsworth has approved the Mahn Family Funeral Home plans, bids for demo of the old Junior High are being requested, and the Village was awarded a \$15,000 grant from Pierce County for Building a Healthy Environment for All Pierce Co Residents. The grant money will be used for the outdoor space at the library.

Friends of the Library Report: Friends Jeanette Wright, Cindy Baird and Sharon Hofmeister were at the Farmers Market in June promoting Friends memberships. Next Friends of the Library meeting will be August 3, 2023, 6:30 pm at the Ellsworth Public Library.

EPL logo shirts for trustees were discussed. More information is needed in regards to the cost. No action taken. Jeanette will check with the Friends to see if there is any interest in the Friends purchasing T shirts for Friends members, to sell or use as a promotional item.

Discussed the exterior library space. Judy Perkins, Henri Jansa, Linda Johnson and Sharon Hofmeister will meet to discuss priorities and develop a plan to request bids for the work.

Ellsworth Public Library Centennial in May 2024 - Need a committee to plan the celebration. Jeanette will check with the Friends to see what the Friends can assist with.

New Business

Tiffany presented the Trustee Training week agenda and dates the training will be held in August.

Frederick D. Blanch's daughter has contacted Tiffany as Fred has named the library as a beneficiary of his estate. It may be a year or more before the estate is settled. No more information is available at this time.

Motion to move to closed session to complete Library Director Review made by Mindy Anderson, 2nd by Carter Schutz. Motion carried.

Roll call taken.

Members present:

Carter Schutz

Henri Jansa

Sharon Hofmeister

Mindy Anderson

Judy Perkins

Motion to reconvene in open session made by Henri Jansa, second by Carter Schutz.

Roll call taken.

Members present:

Carter Schutz

Henri Jansa

Sharon Hofmeister

Mindy Anderson

Judy Perkins

Motion to adjourn the meeting at 4:55pm made by Henri Jansa, second by Judy Perkins. Motion carried.

Next Meeting Tuesday August 29, 2023 at 5:15pm

Respectfully submitted by acting Secretary Sharon Hofmeister

Ellsworth Public Library Director's Report July 25, 2023

1. June Statistics:

- a. Total circulation: 5,618 (up from 4,537 June 2022)
- b. New patrons: 56 (up from 47 June 2022)
- c. New items: 228 (up from 141 June 2022)
- d. Public access comp. sessions: 104 (up from 79 June 2022)
- e. Wireless sessions: 1,095 (up from 309 June 2022)
- f. E-materials checkouts: 1,043 (up from 953 June 2022)
- g. Website pageviews: 2,069 (up from 1,787 June 2022)
- h. Door count: 3,601 (up from 2,114 June 2022)

2. Activities/Programs

a. June/July (title, date, attendance):

National Bingo Day	6/27	15	Traveling Lantern	7/12	63
SLP Kickoff Pool Party	6/28	36	Morning Book Club	7/13	8
Poolside Storytime	6/29	22	Poolside Storytime	7/13	22
Together Thursday	6/29	108	Teen Meet-up	7/13	0
Storytime: Prickly	6/30	45	Storytime: Post Office	7/14	24
Pint Sized Polkas	7/5	63	Wisc. Circus History	7/18	9
Poolside Storytime	7/6	10	LEGO at the Library	7/18	21
Meet the Artist	7/6	37	Nature's Niche	7/19	100
Storytime: Firefighters	7/7	52	Poolside Storytime	7/20	0
Tech Time	7/10	3	Community Book Club	7/20	4
Computer Security	7/11	12	Storytime: Veterinarians	7/21	38
Author Visit	7/11	4	Robotics Exploration	7/22	8

Other:

- Explore MORE Passport Program ended July 15: 71 passports stamped in person; 3 via phone
- Storytime to Go – 35 grab bags were created for families to enjoy at home
- Senior outreach – 2 Scatter Kindness Collaborative Canvases sent to Preferred Senior Living and Ellsworth Health Services for 26 estimated participants
- Community outreach – Caroline read stories at Elsie's Barnyard Family Day
- Teen Book Boxes – 39 active participants
- Check Out Wisconsin State Parks at Your Library – 24 of 30 passes claimed so far

b. Upcoming

- i. Comedic juggler Paul Halter July 26 at 1 p.m. (Summit Park)
- ii. Together Thursday feat. The Pickled Beats July 27 at 5:30 p.m. (East End Park)

- iii. National Night Out Library Block Party Aug. 1 from 5-8 p.m. (under the overhang)
- iv. All Together Now 2023 Summer Library Program ends Aug. 4
- v. Watercolor paintings by Melodie Needham on display starting Aug. 8
- vi. CCC Camp Ellsworth w/ Show & Tell Aug. 15 at 11 a.m. (senior center)
- vii. Teen Meet-up & TAB Information Aug. 18 at 4 p.m. (Pierce County Food Pantry)
- viii. Storytime at Elsie's Barnyard Aug. 4 and PC Food Pantry Aug. 18 at 10:10 a.m.
- ix. Together Thursday feat. Always Late Aug. 24 at 5:30 p.m. (East End Park)

3. Facilities/Equipment/Services

- a. Phone number port-in process complete for 715-273-3209
- b. Furniture punchlist – all items received at LFI; installation will be scheduled after inspection
- c. Alarm system – no update as of 7/19/23
- d. Market & Johnson will revisit site re: paint issues related to boiler malfunction Aug. 8.

4. Personnel & Volunteers

- a. Meetings: storytime planning, July 3 (Caroline); AL interview, July 5 (Tiffany, Crystal); 1,000 Books Before Kindergarten rebranding, July 10 (Caroline, Mindy); website meeting, July 19 (Alyssa, Tiffany); AL interviews, July 19-20 (Tiffany); youth services check-in, July 20 (Caroline, Tiffany); MORE Director's Council, July 21 (Tiffany); volunteer interview, July 24 (Tiffany)
- b. Professional Development: Webmaster Manager Training, July 7 (Tiffany)
- c. Assistant Librarian position update – interview follow-up in progress

Storytime: Veterinarians
July 21, 2023



Nature's Niche
July 19, 2023

