

JEFFERSON PUBLIC LIBRARY BOARD MEETING MINUTES

February 8, 2023

PRESENT: Brown-Kurtz, Condon, Griffith, Pizano, Stelse, Library Director Anderson

ABSENT: Adams, Skretta, City Council Liaison Teeter

GUESTS: none

APPROVE AGENDA: Moved by Condon; seconded by Pizano; unanimous

APPROVE/CORRECT MINUTES of January 2023 meeting- moved by Stelse; seconded by Condon; unanimous, with Brown-Kurtz and Pizano abstaining due to absence from meeting

COMMENTS FROM PUBLIC/CORRESPONDENCE: A donation of \$500 was placed in the Jefferson Community Foundation by Paul Didion and Yvonne Bellay.

STATISTIC REPORT AND FINANCE REPORTS:

See handouts. Number of visitors has increased from January 2022. There were 34 new cards given out in January. Digital Resources- Overdrive and Hoopla- have both increased compared to January 2022. Beginning in 2023, libraries are required to collect taxes for certain goods/services, such as book sales, miscellaneous sales (i.e. bags), and faxing.

AUDIT BILLS:

Motion made by Brown-Kurtz to approve the December 2022 bills as follows:

Expenses:	3,013.20
Salaries:	5,544.95
Fringes:	0.00
TOTAL:	\$12,585.94

Seconded by Pizano; also reviewed by Stelse.

Roll call vote: Brown-Kurtz- yes, Condon- yes, Griffith- yes, Pizano- yes, Stelse- yes

Motion was made by Pizano to approve the January 2023 bills as follows:

Expenses:	9,254.00
Salaries:	21,372.93
Fringes:	3,978.97
TOTAL:	\$34,605.90

Seconded by Brown-Kurtz; also reviewed by Stelse.

Roll call vote: Brown-Kurtz- yes, Condon- yes, Griffith- yes, Pizano- yes, Stelse- yes

COMMITTEE REPORTS: none

FOUNDATION BUSINESS: SCLS saw an increase in January. The quarterly report from Jefferson Community Foundation for October through December 2022 showed an increase from the previous quarter.

DIRECTOR'S REPORT:

- A. February Events** included the Winter Reading Program, Homeschool programs, and the WisLUG LEGO Exhibit
- B. Wild Wisconsin Winter Web Conference** was attended by the library director. She attended the following sessions: Managing Change, Marketing, and Community Partnerships.
- C. Strategic Plan** is moving forward after receiving feedback from the library staff. Staff will create marketing and promotional information regarding the library's mission statement and purpose.
- D. T-shirts and Jackets** will be designed and ordered for the staff. If board members are interested, let Director Anderson know.
- E. TV Display** will be used for patrons to view a slideshow that promotes library events and services.

BUSINESS AND DISCUSSION:

- A. 2022 Annual Report (action)** A motion was made by Pizano to authorize the board president to sign the annual report once it is completed. Seconded by Condon; unanimous.
- B. 2023 Library Board Meeting Schedule (informational)** The library board was presented with the 2023 schedule and decided that no changes were necessary. In the future, an annual schedule will be determined with input from the board, as changes in dates/time could be considered.

NEW BUSINESS:

- A. Staff Training Day (informational/action)** Bridges can provide a free Compassion Resilience Training. The training focuses on how to minimize passion fatigue and stress, and how to maximize resiliency. A motion was made by Stelse to close the library from 9 a.m.-1 p.m. on Friday, March 24th to provide the training for library staff (and open the library at 1 p.m.). Seconded by Condon; unanimous

NEXT MEETING DATE: March 8, 2023

ADJOURN MEETING: 6:59 p.m.

Moved by Stelse; seconded by Condon; unanimous.