

Adams County Library  
Board Minutes  
January 25, 2016

The meeting was called to order at 1:00PM by Mary Nelson, Board President in the library meeting room. Present were Nelson, Townsend, Peterson, Edwards, Bob Theim and Library Director Erin Foley. Excused Challoner and Kreten

The meeting was properly announced.

A motion was made to approve the agenda by Peterson and 2<sup>nd</sup> by Townsend. **Motion carried.**

Public input is invited; Bob Theim was present and will participate during discussions.

**Recommended actions: minutes, bills and financial report:**

Minutes – November 23, 2015 motion to approve by Townsend and 2<sup>nd</sup> by Peterson. **Motion carried.**

There were no bills presented this month.

Foley noted the customer counter is broke, a repair request has been submitted. Motion to approve the financial report by Peterson and 2<sup>nd</sup> by Townsend. **Motion carried.**

**Communications and reports:**

Townsend and Peterson terms expired at the end of December; they have agreed to be reappointed to three-year terms. Foley will take to the next county board meeting for approval.

**South Central Library System Report:**

President Nelson reported that at the November discussion was on the Budget and Staff Compensation. The Cornerstone dinner resulted in over \$10,000 donated to the Foundation.

At the December meeting it was announced that Nekoosa will join Linkcat in 2016. SCLS Director Performance Evaluation completed and Koha evaluation results were shared. Foley added that 42 of 44 libraries use Linkcat; 41 endorse the Koha SCLS plan. Foley noted she voted no because it is too time consuming in their overall effort to maintain fairness.

February 17, 2015 is Library Legislation Day, Nelson is registered to attend.

**Director's Report:**

Foley provided the following report:

- a. Circulation report remains down.
- b. Donations were used for book purchases at the end of the year in compliance with county board request to use some of the library donated funds
- c. Quick Notes - Beyond the written report Foley explained the problems encountered with providing local newspapers for the library. Also the local history materials have been moved closer to the microfilm location.

**Election of Officers:**

The nominating committee reported that Nelson, and Challoner have agreed to remain in office as president and secretary and that Edwards has agreed to vice-president. Townsend moved and Edwards 2<sup>nd</sup> to unanimously elect them. **Motion carried.**

**Chocolate Affair:**

Reminder that it will be held on February 6<sup>th</sup> and the table must be set up.

**Mileage and other reimbursement for Board members:**

Foley provided information from other libraries and the Code of Ethics. It was decided to table until next month to determine if this would be a library expense or county expense and how much the expense would be.

**Food for fines/food pantry donation:**

During the month of February fine expenses can be forgiven with a donation to the food pantry. The collection container is by the director's office.

**E-Rate Funding for Library:**

Foley provided information about E-rate funding to cover 90% of computer and computer equipment purchases. There is no funding available to cover the cost of filtering. After discussion it was decided to say no for this year because there is no funding budgeted and to reinvestigate at a later date.

**Library Legislative Day:**

Reminder date is February 9<sup>th</sup> at the Concourse in Madison.

**Board will convene in closed session per Sec. 19.85(1)(c) of Wis. Stats:**

- a. Report on Staff Changes
- b. Evaluate Director Foley

Approved – Nelson, Townsend, Peterson and Edwards. Foley left meeting.

**Board will re-convene in open session per Sec. 19.85(2).**

Approved – Nelson, Townsend, Peterson and Edwards. Foley returned to meeting.

**Identify possible agenda items for future meetings:**

Personnel manual update on checking out items  
Mileage and reimbursement for board members  
Reappointment by County Board of Townsend, Challoner update  
Audit  
Library Legislative Day report

**Other business:**

Townsend provided historical information on the relationship between the Adams Library and SCLS (South Central Library).

Motion to adjourn was made by Peterson and 2<sup>nd</sup> by Townsend. **Motion carried.** The meeting was adjourned at 3:00PM.

Respectfully submitted,

Marge Edwards

