

**WATERFORD LIBRARY BOARD OF TRUSTEES
OFFICIAL MEETING MINUTES
March 15, 2022**

Call to Order: The meeting was called to order by President Romanak at 4:30 p.m. in the Community Room. Library Board Trustees present were Vice President Peters, Treasurer Nargis, Secretary Bechtel and Trustees Isola, Pollnow, and Schoepke. Also present Library Director Heather Kinkade.

Public Appearances

None.

Minutes

There was a motion (Pollnow/Peters) to approve the February 15, 2022 meeting minutes as presented. All ayes. Motion passed.

Librarians' Report

1. Programming review. Adult programming highlights included continued participation of in-person mahjonn group, yoga offered virtually and in-person, Loose Ends sewing group, and Afternoon Tea with Irene Adler. Family programming's Book-opoly was popular and the format will be repeated. Juvenile programming 0-5 highlights included Little Bookworms, Alphabet Lab, and Woodchuck Willie. Juvenile programming 6-11 highlight was Donuts with Dad. The Teen Advisory Board assisted with that program. Two staff members attended a Youth Services workshop in Elkhorn in February 23.

2. Circulation review. Materials circulation was down about 6.9% from January/February 2021. OverDrive use was down from the previous month, but still up 5.8% from the same months in 2021. TikTok posts are created once a day, greatly increasing views. The Library now has more TikTok followers than Twitter followers.

3. Director's report. Kinkade reported: the new SHARE Anywhere app release has been pushed back until mid-April, so BookMyne is still available; at their regular meeting, Lakeshores directors had a presentation on Equity, Diversity, and Inclusion (EDI); Kinkade attended virtual training for the Village's new bookkeeping software, Caselle's miViewPoint; and, Kinkade attended the Village Board meeting virtually on March 14. It was noted that the library board will have officer election at April's regular board meeting.

Statements

The February 2022 Associated Bank investment fund statement was available for review. The portfolio's total current value is \$186,925.00.

Invoices

The WPL Invoices for Operations and Special Funds were presented.

Motion (Pollnow/ Schoepke) to approve February 2022 operation invoices:

February 2022 Operations – \$11,858.36

All ayes. Motion carried.

Motion (Pollnow/ Schoepke) to approve February 2022 special fund invoices:

February 2022 Special funds – \$3,050.53

All ayes. Motion carried.

Old Business

1. Reopening plan. The library will remain in phase 3 of the reopening plan.

2. 2021 Annual Report. The Waterford Public Library 2021 Annual Report has been submitted to Lakeshores Library System and the WI DPI. Data from the annual report was used to make a colorful trifold handout 2021 report for the public.

New Business

1. Challenge to library materials. The packet including the request for consideration form and collection development policy were reviewed. Kinkade will make edits as discussed for review and approval at the April meeting.

Adjourn: There being no further business to come before the Board of Trustees, there was a motion (Pollnow/ Schoepke) to adjourn. All ayes. Motion carried. The meeting adjourned at 5:24 p.m.