

Waterford Public Library Board
Official Meeting Minutes
October 8, 2024

The meeting was called to order at 5:04pm by Isola.

Attendees: Heather Kinkade, Lori Isola, Shannon Peters, Jody Beer, John Kis, Tamara Pollnow, Julie Flick, Samantha Vogel, Adam Jaskie, Mike Sponholtz

Excused: Sarah Schoepke and Kelly Klein

Motion to approve minutes from 9/10/2024 Pollnow seconded by Isola.

Notes

- Mike- heat exchanger failed on boiler, last repaired in 2009. Quotes from All-Pro
A. Repair: \$8,027. B. \$22,354.00 replaced more energy efficient - Public Works recommends repair, however, it is 25 years old.
- Kis recommends accepting repair money from the Village and using funds to replace.
Mike advised second boiler will need to be replaced in 5 years.
- Motion to table until November for additional review by Kis and 2nd by Beer.

Librarian's report: Friends fundraiser - cooking class max 30 people with Joers Adult Yoga with Rachel - 55 attendees; nidra yoga success and requests to continue as helps with sleep and ptsd

Puzzle table 42 participants

Outreach - birth to 3 = 75 participants

9 curbside visits

45 new library cards in September

Saturdays are popular open 9-12 within an average of 49 people

Review of circulation - down in September from last year, Rochester up slightly Down almost 10,000 from last year - more visits but fewer checkouts

Overdrive increasing is a trend among the libraries

Jim Melby- tech visit, per Sam some talk about digital circulations but overall would reduce decrease if they did count digital

Holds to Share are up, Holds from Share are down

HOOPLA 318 = 2301 for year

Wifi annual 4169

Social Media 3532 visits to website Facebook up from August

Waterford Post - Sara spoke regarding collection development policy for school for non-curriculum based purchases

Prairie Lakes 10/1 virtual meeting - presented on our craft bags; lightning talk on movie days for adults - swank license. Burlington has additional license - Motion picture **Fall Banquet in Elkhorn at Evergreen 10/24 @ 5pm** - guest speaker is a physician and a librarian. Register by 10/16

Associated Bank 8/24 \$164,007.35 Checking for end 9/24 \$29,584.47

Kis review of payroll and questions on uses or restrictions of endowment and checking accounts

Budget review: just emailed 10/8/24

Question on unemployment wages as no library employees drew unemployment in 2024. 74.8 % for year

Lori reviewed Operations \$37,796.03 Kis/Isola

\$1468.12 Kis/Beer for Special Funds

August Operations \$47,220.13 changed from \$46,500.13 amended Motion due to transpose of #'s noted on right of page Beer/Peters

Special Funds \$3,258.39 from \$3,978.39 Pollnow/Isola

Old Business - Community input Session Results - motion to table as Sarah is absent to review in 11/24

Change of Business hours - Patrons mostly approve, 1 complaint about closing Thursday am's

New Business - 2025 Budget: Beginning balance zero

\$40,244. Reduction from County reimbursement (to be disbursed in 2025) Decrease in hours by 14 hours from 44 per week to 30 hours per week to make budget We would need to terminate 3 people (assistants)

Adjust temperature HVAC to save energy / turn off during non-open hours (\$15k savings), question on if account review shows a credit of \$36K for Library from 2024 (no use for operations) With proposed changes: \$588,727.00 Total budget with a deficit of \$3,506.00.

Budget Meeting 10/14 @ 5pm - Village Hall Finance Meeting

Presentation per Library Standards 6th Edition for quality Library Services

Mission Statement/Vision Statement/Values

Challenges faced over last 4 years - Covid, Construction projects, Capital expenses, reduced staffing and hours leading to a reduction in County Funding

Meaningful Connections - Overview

Review of Budget Draft Proposal and 2025 reduction - Review of Service Tiers Mandated Data Points, Peer Review, Staffing Review,

Motion to adjourn 6:36 pm Kis/Beer