

**Columbus Public Library
Library Board Meeting
Tuesday, July 16, 2024
Phyllis Luchsinger Callahan Meeting Room**

Nora Vieau called the meeting to order at 5:00 p.m.

Roll Call: Pete Kaland, Amanda Wakeman, Nora Vieau, Jim Schieble, Trina Reid, Shirley Berkley, Merry Anderson, Sue Salter, Deb Haeffner
Absent: Dana Pike

Adoption of the Agenda: Jim moved and Sue seconded a motion to approve the Agenda. Motion carried.

Disposition of Minutes: Pete moved and Deb seconded a motion to approve the Minutes. Motion carried.

Financial Report: CDAR 1 renews 8/29/24 at 5.20%. No SCLS Foundation report this month. Shirley moved and Deb seconded a motion to approve the Financial Report. Motion carried.

Approval of Bills: Bills of \$3,870.97 submitted. Jim moved and Sue seconded a motion to approve the bills. Motion carried.

Director's Report:

7/2-Dinosaur Dimensions had great turnout

7/15-First use of our new outdoor equipment brought 175 people to Miss Kim's

Amazing Animals

"Great Lakes, Small Streams" from Wisconsin Historical Society on display for 3 weeks.

With the addition of Kristen Hart and Kristi Higgins to CPL staff are now at a full 12 employees. Reagan set up directions for new hire success prior to her departure.

Summer Reading Program running through August 9 with 550 people signed up. Kids are now coming in for vouchers to local businesses, to spin prize wheel, and get raffle tickets for bigger prizes. Several adults picked up their "Book Bingo" official CPL water tumbler.

City Administrator Matt Amundson, City Clerk Susan Caine, Fire Chief Scott Hazeltine, and Police Chief Dennis Weiner all joined us for story times.

Library stats noted 216 new patrons added YTD compared to 169 the previous year.

Upcoming Programs:

July 17 – The Remember Project-In the Garden in coordination with the Columbia County ADRC

July 20 – Antiques Roadshow Appraiser Mark Moran sponsored by the Friends of the Columbus Public Library

August 6 – Library Closing at 5:00 for National Night Out

August 15 – Summer Wrap-up Party on Library Lawn

August 17 – Cooking Demo with Huma Siddiqui

August 29 – Authors Jenny Kalvaitis and Kristen Whitson

Buildings: Some flooding in basement due to eaves not being correctly installed after roofing project. DPW fixed with no further problems.

Meetings:

June 25 – Amanda, Catherine, Helen attended staff strategic planning meeting for City of Columbus

July 18 – SCLS All-Directors meeting in Fitchburg

July 19 – Columbia County Board and Directors meeting in Wisconsin Dells; Amanda and Sue attending

June 27 and July 11 – Amanda attended training for Civic Plus Agenda Manager, the new agenda software the City will be using for all monthly meetings.

Director's Goals: Staff attended City Strategic Plan meeting; those not attending completed survey. Copies of plan sent to all surrounding municipalities with offer to come to meeting to answer questions. Conducted a community meal to discuss accessibility and lighting issues and possible solutions. Staff meeting to go over SLP and created fun T-shirts to promote library.

President's Report: None

Friends of the Library: Saturday sales \$129; busy in the morning. FOL writing a Columbus Area Endowment grant to redo the Annex ramp.

Literacy Council Report: None

Correspondence: None

Committee Reports:

Personnel Committee: DNM

Building and Grounds Committee: DNM

Trustee Training:

Sue presented "The Library Board and Library Personnel."

The Board hires and supervises the Director and addresses issues affecting staff.

At CPL we updated our director hiring procedures utilizing SCLS. Supervising the director is an organic annual evaluation process with policies in place. Job descriptions are current and in place; compensation is reviewed annually. CPL is consistent with the Trustee Handbook.

The Director should and does recommend policy changes. In addition, the Director hires and supervises staff subject to Board approval.

Separate but coordinated responsibilities should be maintained avoiding unsolicited intrusion. Board should provide and fund opportunities for continuing education for all staff such as conferences workshops, etc.

Unfinished Business: None

New Business: Amanda described the need to redo the front desk for accessibility and due to the wood top splintering. She wants to write a Columbus Area Endowment grant for the project. Jim moved and Pete seconded a motion to approve writing a grand proposal.

Adjournment: Shirley moved and Deb seconded a motion to adjourn. Motion carried. Meeting adjourned at 5:55 p.m..

Next scheduled board meeting – August 20, 2024, at 5:00.

Respectfully submitted.
Merry Anderson, Secretary