

VILLAGE OF GRAFTON
JOINT LIBRARY BOARD MEETING MINUTES

January 27, 2020

President Charles Kramer called the Joint Library Board meeting to order at 6:34 p.m.

Members Present: Genee Brukwitzki, Clark Evans, Susan Hoffman, Charles Kramer, Wendy Sprenger, Jim Miller

Members Excused: Karron Stockwell

Staff/Officials Present: Library Director John Hanson

PERSONS WISHING TO BE HEARD

None

MINUTES

Motion by Susan Hoffman, seconded by Clark Evans, to approve the December 2, 2019 minutes as presented. Motion carried.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson reviewed the November 1, 2019 - December 17, 2019 and the January 1, 2020 – January 20, 2020 disbursements. The expense of books for the Storywalk was reviewed. A book is purchased, dismantled, and placed in the posts so that copyright issues are not violated. Fourteen hundred patrons have accessed the News Graphic off the library website, justifying the subscription fee.

Motion was made by Charles Kramer, seconded by Susan Hoffman, to accept the November 1, 2019 - December 17, 2019 and the January 1, 2020 – January 20, 2020 library payments as dispersed. Motion carried.

FINANCIAL REPORT

Director Hanson reviewed the twelve month financial report ending December 31, 2019. Director John Hanson reported there will be an approximate \$10,000 surplus which will be reflected in the 2021 budget.

LIBRARY DONOR FUND

There was a \$341 deposit from book sales and no withdrawals since the last meeting.

CURRENT LIBRARY EVENTS

The Storywalk installation in Veteran's Park has been completed. A Winter Reading Challenge for children, teens, and adults is currently being offered. The Cram Café was made available to teens in January. A Festive Film series occurred in December that offered Holiday movies. In addition, the library offered an author presentation, technology program for seniors, and community interests programs.

BENCHMARK MEASUREMENTS

Director Hanson reviewed the 2019 annual benchmark measurements. Program attendance was down 12% from 2018. Future reports will be demarcated into children and adult programming. Public computer usage was down 5%. However, website sessions were up 5%. Circulation of print material was 0.8% higher than the previous year. Whereas, circulation of electronic content was 14% higher than the previous year.

DISPLAY OF ARTWORK

The NSAA (North Shore Academy of the Arts) will be loaning artwork for display to the library. 10 to 15 pieces will be displayed on the northwest walls of the adult library and in the study room areas. The artwork will be selected by the NSAA representative and will display contact information if patrons are interested in purchasing the artwork. Director Hanson stated that the Grafton Village has insurance that would apply to any damage of the artwork.

Motion was made by Jim Miller, seconded by Susan Hoffman, to approve the arrangement with NSAA to loan artwork to the library. Motion carried.

CONVENE CLOSED SESSION

Motion was made by Charles Kramer, and seconded by Jim Miller, to convene to a closed session pursuant to Wisconsin Statutes 19.85(1)(c) for personnel matter. Brukwitzki Aye; Evans Aye; Hoffman Aye; Kramer Aye; Miller Aye; Sprenger Aye. Motion carried by roll call vote.

RECONVENE OPEN SESSION

Motion was made by Charles Kramer, seconded by Susan Hoffman, to re-convene to open session and the regular order of business. Brukwitzki Aye; Evans Aye; Hoffman Aye; Kramer Aye; Miller Aye; Sprenger Aye. Motion carried by roll call vote.

APPROVAL EMPLOYEE COMPENSATION

Motion was made by Charles Kramer, seconded by Wendy Sprenger, to approve the annual evaluation as discussed in the closed session. Motion carried.

DIRECTOR'S REPORT

Director Hanson reported that Sheboygan and Ozaukee Counties have develop a joint library planning committee with Wendy Sprenger serving on it. Karl Suechting, reference librarian, is working with the Cedarburg Library to enhance technological skills on drones so that the library can offer drone and virtual reality workshops. The Library Ad Hoc Room Committee has had about seven meetings and will be submitting a proposal in February. The proposal will be for a coffee station, cabinetry, and library policy for the meeting room. February 12, 2020, The Friends of the Grafton Library will host a Gallery Walk featuring artwork from local high school students. A library patron requested a magazine that was turned down because it did not meet criteria for inclusion (limited patron interest, unavailable in state, repetitive).

ADJOURN

Motion by Charles Kramer, seconded by Clark Evans, to adjourn the meeting at 7:55 p.m. Motion carried.