

Oscar Grady Library Board Meeting Minutes

April 09, 2013

Members & Guests Present

Members Present: Kris Becker, Joe Caban, Jen Gerber, Kay Hamann, Sonia Lear, Hope Mullins, Heidi Rettler.

Members Not Present: Becky Steck.

1) Call to Order

Sonia Lear called the meeting of the Oscar Grady Library Board to order at 6:00P.

2) Statement of Public Notice

The Statement of Public Notice was properly posted.

3) Citizen Comments

None.

4) Approval of Minutes from Last Meeting

The minutes of the March 12, 2013 meeting were approved as submitted.

5) Financial Report

A motion was made, seconded, and passed authorizing payment of the March 2013 CSRF bills.

A motion was made, seconded, and passed accepting the March 2013 Financial Report.

6) New Contract Agreement – Guetzke & Associates Proposal

J. Gerber presented the Guetzke & Associates proposal for fire & security monitoring for a term of 3 years. Roy Wilhelm recommends this vendor to the board. This would come from CSRF Building Expenses & Contract Agreements.

The board discussed the options. A motion was made, seconded, and passed to accept Option 2 – Monitoring for Fire and Security System and Inspection and Testing from Guetzke & Associates.

7) Director's Report

A new page has been hired; Ashleigh Smith is working out very well.

The One Book, One Community Book is The Fault in Our Stars by John Green. The brochure is available at the Circulation Desk. There will be an event, "A Taste of Giving Back", for a tasting from local restaurants. All donations will go to *This Star Won't Go Out Foundation* to assist families struggling through the journey of a child living with cancer.

The Summer Reading themes are 'Dig in to Reading' for Children and 'Beneath the Surface' for Young Adults/Adults.

There will be more One-on-one Technology Support classes for patrons during the summer due to the great response. Patrons can bring their devices in for help setting them up, downloading digital media, and other questions.

The Friends of the Library book sale will be April 22nd -27th in the Community Room.

The Travel section is being evaluated and updated, including domestic and international. *Architectural Digest*, *GQ*, *Mental Floss* and *Game Informer* titles have been added to the Magazine collection.

The roof proposals are in; R. Wilhelm will select the best proposal.

The system merger between ESLS and Manitowoc/Calumet is probably going to happen; J. Gerber will provide more information next month. This is the first merger in the state.

1) Circulation Statistics, OverDrive & Rental DVDs

The circulation statistics were 6,776 for February, down from last year, and 7,161 for March, down from last year.

The OverDrive electronic media checkouts were 238 for February and 247 for March.

110 rental DVDs were checked out in March, generating \$337.00 in revenue for 2013.

2) Internet Use & Website Statistics

Internet use was 744 for February, up from last year, and 837 for March, up from last year.

The website hits were 3,395 for February, down from last year, and 3,021 for March, down from last year.

The top pages for March were E-books, Director's Page, and Auto Repair Reference Center.

3) Website Statistics & People Counter

The people counter counted 7,948 entries and exits in February, up from last year, and 9,028 entries and exits in March, down from last year.

8) **Communications**

None.

9) **Other Matters**

None.

10) **Adjournment**

A motion was made, seconded, and passed to adjourn the meeting at 6:40P after setting Tuesday, May 14, 2013, as the next meeting date.

Minutes respectfully submitted by: Heidi Rettler