

**Jefferson County Library Board Minutes**  
**July 21, 2014**  
**Dwight Foster Public Library in Fort Atkinson**  
**5:00 p.m.**

Meeting was called to Order by President Hartwick at 5:00 p.m.

There was an introduction of a new Board Member, Linda Ager.

Board Members Present:     Sue Hartwick  
                                   Janet Hoeft  
                                   Betty Stoffel  
                                   Linda Ager  
                                   Dwayne Morris  
                                   Leigh Froelich  
                                   Dean Sanders

Library Directors Present:   Kelly TerKeurst, Fort Atkinson  
                                   Joan Behm, Cambridge  
                                   Leann Lehner, Jefferson  
                                   Luci Bledsoe, Johnson Creek  
                                   Gerard Saylor, Lake Mills  
                                   Kelli Mountford, Waterloo  
                                   Peg Checkai, Watertown  
                                   Stacy Lunsford, Whitewater

Public:                         Rita Gray, Fort Atkinson Library Board Member  
                                   Pat Belt, Fort Atkinson Library Board Member

The minutes of the March 5, 2014 meeting were declared approved with amended revisions at 5:05 p.m. with a motion by Janet and a second by Leigh. The minutes were approved by a 7-0 vote.

Visitors to the meeting were introduced by President Hartwick.

There was no correspondence.

The Administrative Report was dispensed of because their report was given throughout the meeting.

## Old Business

Ms. Sue Cantrell, MWFLS Director was present to give an update on SHARE/TRIO. She shared the history of how the system progressed to this point with the split from Lake Shores and moving toward TRIO. She discussed how Directors had been involved in the decision to move in this direction. She reported that policies and maps that were presently in place will be loaded on to the new system, Sirsi-Dynix the weekend of July 26-27, 2014 with a Go Live Date of November 20, 2014.

Many questions were asked of Ms. Cantrell by Board Members and by the Directors that covered a variety of topics such as IT, funding changes to delivery, and the absence of a letter from Sirsi-Dynix outlining why they cannot support SHARE. Her report ended at 5:40 p.m.

## New Business

a. 2015 County Resource Library Budget Request – Materials were available and discussed as to the continuous of the Dwight Foster Library continuing as the County Resource Library and the Director continuing as the Administrator. The budget for this was discussed which included a 2% increase from the previous year. There was a motion made by Dwayne and seconded by Betty to approve the County Resource Library Budget Request as presented. The motion passed on a 7-0 vote.

b. 2015 County Library Service Budget Request – President Hartwick and Administrator TerKeurst presented materials that reviewed the total circulation and the rural circulation numbers for the past year. A report of how the average cost of circulation was calculated was also given. The cost of circulation was higher in 2014 than in 2013. An overview of the County Library Budget Request was then presented in which % changes for each library and for the entire county library was given. The materials presented showed a .35% decrease in funding for the 2015 fiscal year. After much discussion a motion was made by Dwayne and seconded by Betty to accept the 2015 County Library Service budget. The motion passed on a 7-0 vote.

## Library Reports

### Cambridge

- Building Project continues to move forward but at a slower pace than previously
- Paper work needs to be finished on the project as they continue forward
- Summer Program is going well

### Fort Atkinson

- Ms. TerKeurst introduced herself to the Board
- There is a new Database in place – newspaper digitization
- There is a new language program in place and being widely used
- Summer reading program is going well

### Jefferson

- Report on upcoming Strategic Planning Session on August 7, 2014

- Author of the week will occur on August 11, 2014
- Completed the Disaster Plan for the Library

#### Johnson Creek

- Discussion of Circulation numbers
- Summer library program is going well
- Strategic planning will be beginning soon
- Child Safety Program will be held which has been very successful in the past

#### Lake Mills

- Busy time of the year
- Summer program is going well
- Adult programming is going well

#### Waterloo

- Remodeling of the computer stations has occurred with new furniture being added
- Summer Reading program is going well
- Building is now paid off and future plans for landscaping upgrades are being discussed

#### Watertown

- Held a “Princess Party” which was very successful with over 300 people attending
- Added Year Round Sunday Hours
- Purchased the adjacent building to the library for future expansion
- Architect on board for planning for future expansion of the library building
- Upcoming Author presentations were presented

#### Whitewater

- August 4, 2014 Architect Plan will be presented on Remodeling of the Library as it looks to expand to the east of the present building

The next meeting date will be in November.

President Hartwick thanked Betty Stoffel as she will be leaving the Board after 9 years of service and a round of applause was given by all in her honor.

A motion was entertained by Janet and seconded by Betty to adjourn at 6:53 p.m. The motion passed with a vote of 7-0.

Respectfully Submitted

Dean E. Sanders