

JEFFERSON COUNTY LIBRARY BOARD MEETING MINUTES
July 20, 2015 at the Watertown Public Library

Meeting was called to order by President Ager at 6:02 p.m.

Board Members Present: Linda Ager, Art Biermeier, Leigh Froelich, Sue Hartwick, Dwayne Morris, Dean Sanders and Janet Sayre-Hoeft

Also attending: Library Directors Kelly TerKeurst, Fort Atkinson; Leann Lehner, Jefferson; Luci Bledsoe, Johnson Creek; Kelli Mountford, Waterloo; Peg Checkai, Watertown; and Diane Jaroch, asst. director at Whitewater.

Minutes: A motion was made by Sayre-Hoeft to approve the minutes of the March 26, 2015 meeting. Seconded by Biermeier and passed unanimously.

Old Business

Update on Library System Transition: Hartwick noted that the process of joining with Waukesha County in a new two-county system was going well. Highlights include:

- After the Waukesha County Board voted unanimously in favor of a new two-county system, Connie Meyer, the director of the Waukesha County Federated Library System, signed a contract with automation vendor Polaris to bring the Jefferson County libraries into the automation system. Their goal is a go-live date of December 8th for our libraries.
- In the meantime, CAFÉ membership agreements for our libraries will be put before the WCFLS board at their meeting on July 21st. Once approved, the agreements will be forwarded to our libraries for approval at their August library board meetings.
- WCFLS is continuing to pursue a change in the state statute dropping the minimum for board size for multi-county library systems from 15 to 11. If by January this change has been made, we will have two representatives; if it stays at 15, we will have three.
- We have communicated to WCFLS that we think we should proceed with adopting a new name sooner rather than later, and not wait until our new system board's first meeting in January 2016.

Hartwick asked for feedback on the process for choosing a new name. The group consensus was to let the current WCFLS board proceed with making recommendations and ask that we be included on the final selection.

New Business

2016 County Resource Library Budget Request: Administrator TerKeurst noted that the proposed budget request submitted by the Dwight Foster Public Library to serve as our Resource Library for 2016 was much less than years past. As she explained, this is because the new system we will be joining in 2016 is willing and able to take on much of the budget and adjacent county reimbursement work that TerKeurst currently does. WCFLS already provides this service for its own libraries as the automation system has all the information needed.

Motion - Sanders moved that we turn over to the new system the task of preparing our Jefferson County Library Service's annual county budget request beginning in 2016. Seconded by Morris. During discussion it was noted that our county library board will still exist and will still be charged with reviewing and adopting the budget request. The motion passed unanimously.

Motion - Hartwick made a motion to approve the Dwight Foster Public Library's \$500 Resource Library Budget request. Seconded by Sanders and passed unanimously.

2016 County Library Service Budget Request: TerKeurst presented the various pieces of the county library service's budget request. The request of \$1,041,235 includes \$893,696 for the Jefferson County Libraries (an increase of 2.5% from last year), \$145,539 for adjacent county reimbursement requests (up 1.5% from last year), \$1,500 for library board expenses, and \$500 for the Resource Library. A discussion ensued and a consensus emerged that we should spend time in 2016 broadening the circulation-based formula to better account for other activity taking place in libraries – whether e-books, foot traffic, public computer usage, etc. . .

Motion - Sanders moved the budget request be forwarded on to the county as presented by TerKeurst. Seconded by Froelich and passed unanimously.

County Library Service Plan Update: Chairman Ager indicated she was looking for a board member to join her and TerKeurst on an Ad Hoc Committee to update the 2012-15 county Library Service Plan. By statute, the new plan reflecting our new library system affiliation needs to be submitted to the state by November 15th. Biermeier volunteered to serve on the committee. The committee will present a draft of a new plan to the board at an October meeting. Morris suggested when the new plan was done, TerKeurst present an oral report to the Jefferson County Board of Supervisors and continue to give a presentation on an annual basis. He will suggest this to County Administrator Ben Wehmeier.

Library System Representative Update: MWFLS board member Morris noted the following:

- For the remainder of 2015, MWFLS will have a balanced budget.
- MWFLS recently went into closed session to consider options for their building and land.
- On Aug. 13th, MWFLS trustees will meet for strategic planning with Bruce Smith at WILS to consider their future.
- At the end of 2015, Sue Cantrell will leave her position. A search committee has formed and they are considering either a part-time director or a system consultant.
- The payments made to the automation replacement fund by the Jefferson County libraries will be used to offset the cost of extracting our records.

Reports from County Libraries:

Jefferson: Workroom remodel turned out great. Staffing is stable. They have implemented online registration for the summer reading program to good effect. Leann attended a Business over Breakfast chamber-sponsored event and recommends this as a way to learn new opportunities for programs and connections. Dwayne noted that there were opportunities afoot for Jefferson with new nearby residential development and the possible new osteopathic college.

Waterloo: Roof is on and a new LED sign is up. Have over 300 kids and 112 adults in the summer reading programs. Enjoyed a well-attended murder mystery and will be doing a concert on the lawn with the city band.

Watertown: They are working on a feasibility study for the building project. Two long-term employees are retiring in August and the youth services person is moving on as well. Hired a new adult services/IT support person. Lot of shifting around of staff, new ways of looking at things. Busy with adult, teen and children programs. Sunday numbers are stable at over 200. Open noon to 4 and people appreciate it. Tickets are now available for a tailgating event with sports broadcaster Jessy Garcia on Tuesday, Aug. 25th at the Elks Club.

Johnson Creek: They started working a strategic plan with Bruce Smith of WILS in April; next meeting is Aug. 19th. The Child Safety Fair is Aug. 13th. Registration for the summer reading program is down for both adults and kids.

Whitewater: The building project is ongoing and they hope to soon sign a contract with the architect. They have added equipment to their Maker's Space program and the seed library is growing. ☺

Fort Atkinson: Summer reading program is going well with over 100 adults signed up. Kelly is planning a weekly kids yoga program. New front doors are coming this summer. On July 25th the library will host author David Rosenfelt who will be the featured guest at a fundraiser for the Humane Society and Paddy's Paws. On Wednesday, the library will host active shooter training.

Cambridge: The Grand Opening for the new library building is Weds. Aug. 19th from 4 to 6 p.m. and Joan has invited us all to attend.

Sanders moved to adjourn; seconded by Biermeier. Meeting adjourned at 7:10 p.m.

Respectfully Submitted,
Sue Hartwick
July 23, 2015