

# Jefferson County Library Service Board Minutes – July 15<sup>th</sup> 2019

Board Members Present: Linda Ager, Art Biermeier, Diana Shull, Mark Elworthy, Tim Semo, Barbara Beaver

Library Directors and Bridges Library System Present: Joan Behm, Cambridge; Eric Robinson, Fort Atkinson; Leann Lehner, Jefferson; Kelli Mountford, Waterloo; Diane Jaroch, Whitewater; Gerard Saylor, Lake Mills; Abby Armour, Johnson Creek; Peg Checkai; Connie Meyer, Bridges Library System

Other Guests: None

1. **Call to Order and Introductions:** Meeting was called to order by President Ager at 5:02pm.
2. **Approval of Minutes of the February 28, 2019 Meeting:** Approval of minutes from February 28, 2019 motioned by Art Beirmeier, seconded by Diana Shull. Motion passed.
3. **Comments from the Public:** No public comments or correspondence.
4. **Administrator's report:** Eric Robinson noted new news at this time.
5. **Report from Library System Representative – Linda Ager:** Bridges, DPI, and Waukesha county representatives meet to discuss a potential audit for Bridges financial records. This audit request from DPI is unlikely to be needed because of the annual audit that Waukesha County conducts that encompasses Bridges records at the same time. If the audit would be required by DPI, it would likely come at an expense of \$10,000.

Bridges will be running a marketing campaign in September to increase the number of library card signups in Jefferson and Waukesha Counties. This campaign will incorporate social media, radio, and billboard advertising. See: [getyourlibrarycard.org](http://getyourlibrarycard.org)

6. **Report from Library System Director Connie Meyer:** Bridges will have booth at Farm Tech days which will include a story walk. Much of the director's time is been put in to Jefferson County, Waukesha County, and Bridges' budgets. There will be webinar training for library board members on Aug. 12-16.
7. **Old Business**
  - a. **Secretary of board – Action:** Motion to approve Diana Shull as the secretary for the remainder of 2019 by Tim Semo and seconded by Art Biermeier. Motion carried.
8. **New Business**
  - a. **2020 County Resource Library Budget Request- Action:** Motion to approve the 2020 County Resource Library Budget Request of \$500 for the Dwight Foster Public Library by Mark Elworthy, and seconded by Diana Shull. Motion carried.
  - b. **2020 County Library Service Operating Budget Request – Action:** A brief overview conversation about the overall construction of the operating budget, the narrative tied to county planning, and use of a collection formula/distribution formula occurred to inform new members to the board how the budget development occurs. Motion to approve the 2020 County Library Service Operating Budget by Tim Semo and seconded by Art Biermeier. Motion carried.

- c. **Future Meeting Times – Action:** Motion to offer a range of meeting times after 6pm for the board moving forward made by Art Biermeier and seconded by Mark Elworthy.
- d. **Duties of Officer Position(s) – Discussion:** Discussion about the future obligations and term limits for board members occurred. The following are some of the issues discussed: Should there be term limits for officer positions, should the secretary and vice president’s role be merged, should there be a progression from vice president to president to build up understanding and responsibility, should there be no first year officers, and should the secretary position be set at a one-year term limit.
- e. **Review of library system affiliation – Discussion:** There is no desire to change library system affiliation. There was overwhelming support for Bridges as the Jefferson Co. Library System for the majority of libraries currently within Bridges.
- f. **Study of libraries’ technology related costs and the role of the County in supporting improvements – Discussion:** A discussion of the current nature of libraries understanding their patron’s usage of electronic resources occurred. Libraries are primarily funded through the physical checkout of library materials but almost all libraries have invested in electronic resources (e-books, e-audio books, databases, etc). Currently there is no funding model that supports these electronic purchases based on reimbursement for usage of these services. The group feels that it is important to meet to further discuss how funding models may be adapted to help incorporate how all library services should be supported, not just the physical check out of materials.
- g. **Library Reports:**
  - Fort Atkinson now has a young adult librarian position. Fort has seen a 44% increase in Summer Reading Program (SRP) participation.
  - Watertown is still progressing towards ground breaking for a potential 2020 start date for a library remodel.
  - Waterloo has not seen a tremendous reduction in circulation since their reduction in operating hours.
  - Johnson Creek has seen a 30% increase in SRP participation. They are pursuing ‘pop up’ library activities in the area.
  - Whitewater has seen an increase SRP adult participation and have received a \$10,000 bequest.
  - Cambridge has had some building and maintenance issues and recently lost a staff person. They are currently developing a strategic plan with community input.
  - Lake Mills will have a new parking lot in place in the near future, and an RFP for a needs assessment and cost of expansion is out to bid at the moment.

**Next meeting:** Will be in November 2019 Eric Robinson will send out poll.

**Adjournment:** Motion to adjourn by Tim Semo and seconded by Art Biermeier. Motion passed.  
Meeting adjourned at 6:45pm.