

# Jefferson County Library Service Board Minutes – February 20, 2020

Board Members Present: Linda Ager, Art Biermeier, Joan Fitzgerald, Mark Rollefson, Tim Semo, Barbara Beaver // Absent: Diana Shull

Library Directors and Bridges Library System Present: Joan Behm, Cambridge; Eric Robinson, Fort Atkinson; Leann Lehner, Jefferson; Kelli Mountford, Waterloo; Stacey Meacham, 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 6:01pm.
2. **Approval of Minutes of the November 21st, 2019 Meeting:** Approval of minutes from November 21st 2019 motioned by Art Beirmeier, seconded by Tim Semo. Motion passed.
3. **Comments from the Public:** No public comments or correspondence.
4. **Administrator's report:** Quick reminder that Adjacent County funding requests should be in by July 1<sup>st</sup> at the latest. The annual report for the county library services is no longer required annually by the Department of Instruction.
5. **Report from Library System Representative – Art Biermeier:** The following are a list of topics that were discussed at the most recent Bridges board meeting: There was a demo of Library Aware (a marketing tool potentially for all the libraries in the system), a trial of the streaming service Hoopla will begin in April 2020, library legislative day went very well, Connie Meyer and Leann Lehner will both be retiring in the next few months, and finally Karol Kennedy (the Menomonee Falls library director) has been selected as the next Bridges Library System director.
6. **Report from Library System Director Connie Meyer:** The strategic plan for the Bridges is being updated, documentation of the director's duties is being written, the annual reports from individual libraries in the area are all almost complete, and a new catalog app for the Bridges library system is starting development.
7. **New Business**
  - a. **Welcome to new board members –** Joan Fitzgerald (Fort Atkinson) and Mark Rollefson (Jefferson) have joined the board. Joan is the county representative and Mark is the school representative.
  - b. **Selection of 2020 County Resource Library –** The Dwight Foster Public Library was unanimously voted as the 2020 county resource library. This vote motioned by Art Beirmeier, seconded by Joan Fitzgerald. Motion passed.
  - c. **Discussion of Vice President duties in the future –** There are no changes in the bylaws at this time, but a recommendation that the Vice President be willing to be President in the future.
  - d. **Election of Officers for 2020 -** The following officers were voted to the board. Linda Ager – President, Tim Semo – Vice President, Diana Shull – Secretary.

- e. **Jefferson County Library Service 2019 Annual Report to DPI** - The county report to the Department of Instruction (DPI) is no longer required annually by DPI.
  
- f. **Discussion of Board Effect Portal to host board agenda and documents** – There was a brief demonstration of Board Effect an online resource to host documents. A brief conversation about whether to use it for the Jefferson County Library Services in the future as a tool to host agendas and minutes for meetings.
  
- g. **Library Reports:**
  - Fort Atkinson is beginning work on new strategic plan.
  - Jefferson – Melissa Anderson has been named the new library director. Melissa’s previous role of youth services librarian will be filled by Julie Birtch who formerly worked at Waukesha Public Library.
  - Watertown is still progressing towards ground breaking for a potential 2020 start date for a library remodel.
  - Waterloo has restored hours that were lost from budget cuts in 2018/2019. Circulation is up 30% as a result from the previous year.
  - Johnson Creek has become a fine free library.
  - Whitewater has a tentative plan for a 6,000-8,000 ft. expansion.
  - Cambridge will go Fine Free on leap day. Losing the cataloger and other new staff are moving away soon.

**Next meeting:** Will be in November 2020 Eric Robinson will send out poll.

**Adjournment:** Motion to adjourn by Tim Semo and seconded by Art Biermeier. Motion passed.  
Meeting adjourned at 7:12pm.