

BRIDGES LIBRARY SYSTEM BOARD MINUTES
May 17, 2016

PRESENT: Dick Nawrocki, Larry Nelson, Marion Onesti, Howard Pringle, Jean Yeomans, Linda Ager, John Rhiel, Dwayne Morris, Jim Heinrich, Rose Sura

EX OFFICIO: Connie Meyer, Library System Director; Barbara Draeger, Director New Berlin Public Library, APL Representative, Jill Fuller, Bridges Library System and Grant Lynch, Executive Director Waukesha Public Library, Resource Library Representative

OTHERS: Meg Henke, Library System Administrative Specialist

Dick Nawrocki, the Board President, called the meeting to order at 6:00 p.m. at the Johnson Creek Public Library.

There were no comments from the public.

Correspondence was received from the Wisconsin Department of Public Instruction. The final 25% of our state funding has been awarded.

An Onesti/Yeomans motion to approve the minutes of the April meeting passed unanimously with a correction to the spelling on Jean Yeomans' name in the motion to adjourn.

FINANCIAL REPORT AND ACTION ON THE BILLS

A Heinrich/Pringle motion to approve payment of the bills passed unanimously.

The second payment of state aid funds will show in May month end report. A Sura/Heinrich motion to receive and file the financial report passed unanimously.

REPORTS

APL Representative's Report: Barbara Draeger reported that APL met on 5/6. A philosophical discussion of what the county funding will be and what the individual charges to the libraries potentially looks like. There will be more detailed numbers at next month's meeting. There is a slight overall increase anticipated in the Waukesha County request. Within Jefferson County, there should also be a slight increase but there will be no change recommended in the formula used at this time. 2017 will be the first year Jefferson County will have to pay their licenses fees; as a result, Jefferson County will see an increase in CAFÉ costs. That increase was anticipated and part of the information provided to the Jefferson County libraries prior to joining the library system. 2017 will be the third year of the phase-in of using community service population as the basis for the formula at 75% per share (75% community service population / 25% municipal population) as this more accurately reflects the libraries' service areas. A conversation followed between the member libraries as to how much they are willing to spend on databases. Shared database charges total \$104,049 (the system portion would be \$13,800). The \$104,049 would be the overall total if we chose to keep ALL of the databases we currently have, inclusive of JobNow. \$90,249 would be the number divided up between the member libraries, according to

the formula mentioned previously (75% community service population). The Bridges Library System director is of the opinion that e-content is local content and it should eventually be the individual library's responsibility (i.e. eBooks and Flipster). The directors need to know what the exact cost is and what usage is before a decision can be made. The idea was brought up to wait an entire year with the expansion of CAFÉ to include Jefferson County and then examine figures to provide a more accurate idea. It was pointed out that the database committee is charged with looking at usage data to determine what to buy but that the directors have to determine the overall amount they'd like to see allocated. Connie went through each individual item of the possible 2017 shared budget options. Gale Courses was shown with libraries paying both 50% and 25% with a 25% library share considered the best option by the libraries. For the e-content Advantage Program, it was suggested that there will be no chargeback to the libraries in 2017. Bridges could consider doing one more year of its pilot program on the e-content Advantage Program (paying \$60,000). Flipster's cost is \$40,000 with member libraries paying 50% and some felt for this amount the member libraries would need to carefully examine usage numbers to decide. There is a possibility of redundancy and crossover between Flipster and Overdrive magazines and this will be revisited.

Resource Library Report: Grant Lynch reported that they have some HR changes taking place at the Waukesha Public Library. Beth Bechtel has accepted a position at Bridges Library System as the Database Management Librarian and Karol Kennedy has accepted the Director position at the Menomonee Falls Public Library, as Jane Schall is retiring. He is looking at the overall reporting structure and organization of staff, but FTE count will remain the same. Kori Hall will take over the Waukesha Reads Program when Karol move to Menomonee Falls. Waukesha Public Library is a recipient of a grant of \$20,000 to host the NEA Big Read in Waukesha. A program of the National Endowment for the Arts, the NEA Big Read broadens our understanding of our world, our communities, and ourselves through the joy of sharing a good book. Waukesha Public Library is one of 77 nonprofit organizations to receive a grant to host an NEA Big Read project between September 2016 and June 2017. The NEA Big Read in Waukesha will focus on To Kill a Mockingbird by Harper Lee. Activities will take place September 30-November 13, 2016.

Bridges Staff Report: Jill Fuller was introduced to the board members. She reported that a database survey was created for patrons. Local libraries are promoting it and asking for patron feedback. Over 100 responses have been received so far. Toolkits are being developed for the various databases. Design projects including Summer Library Program (SLP) posters and early literacy posters have been developed. County fairs are coming up in July. Bridges will have booths at both fairs this July. Volunteer sign up is in progress. We will have materials, games and prizes at our booth.

Bridges Director's Report: Connie Meyer reported that she attended the Town Hall Library 50th anniversary celebration event in North Lake. She also attended the Dwight Foster Public Library 100 year building anniversary in Fort Atkinson. The WAPL Conference was attended by the staff last week in Oshkosh. It had the highest registration in five years. Feedback about the conference programs has been positive. Several members of the Bridges Staff were program presenters. We received a \$2000 donation from Kalmbach Publishing. They are a local business that publishes specialty magazines. Connie, in her role as a member of the Wisconsin Library Association's Legislative Committee (LD&L) has been invited to participate in providing feedback regarding the next DPI budget request for libraries to Kurt Kiefer and John DeBacher (of the Division for Libraries and Technology). Connie announced that the Public Policy Forum

has awarded the Bridges Library System its **2016 Salute to Local Government Award** in the categories of Intergovernmental Cooperation and Effective Use of Technology or Data. Bridges Library System will receive the award on June 21st at 7:30 a.m. in Milwaukee. Congratulations and thanks are owed to everyone at Waukesha and Jefferson counties and all of the libraries who worked with the system in making this project a success! If you are interested in attending the award ceremony please contact Meg or Connie.

BUSINESS

Update on compliance of Mukwonago Community Library: Connie reported that the Mukwonago Library has fulfilled their outstanding non-compliant issues and that this has been reported to the state. Terry Zignego has started as the Interim Director. Howard Pringle has been appointed to the Mukwonago Library Board by Waukesha County. The board is working on creating a new finance policy and developing a policy and planning committee. The Mukwonago Community Library Board has many new members.

SEWI Youth and Special Services CE Grant application: Angela Meyers and Laurie Freund are collaborating on a Youth and Special Services CE Grant application. If selected, the Wisconsin Public Library Development Team (PLDT) will provide financial and material resources to support collaborative multisystem continuing education (CE) youth and special services projects with a maximum grant of \$7000. This project would give library staffs an opportunity to increase their awareness of special services in libraries and public library systems, learn about ways to their libraries can meet the needs of their population's youth and population who need special services, and how that can make a positive impact in their community by utilizing library system and state resources and support. Mini grants would also be available for public libraries' efforts related to and following the in-person continuing education event such as purchasing materials or supplies, attending a conference or training, or enrolling in an online course. A Morris/Ager motion to move forward with the grant application process was made and unanimously supported.

Bridges Library System Strategic Plan discussion: Connie reviewed the Strategic Plan providing updates on plan achievements to date and target for completion of remaining plan items. WiLS helped with the planning process via survey and analysis of survey results, which was different than past process. The Board asked for a presentation from Connie, at a future meeting, of the items in the plan which may be difficult to accomplish.

Next meeting: **Tuesday, June 21, 2016 at 6:00 p.m. at the Watertown Public Library.**

At 7:42 p.m. a Morris/Onesti motion to adjourn passed unanimously.

Minutes prepared by:

Meg Henke
Administrative Specialist

Respectfully Submitted:

John Rhiel
Bridges Library System Secretary