

**Bridges Library System Board Meeting Minutes**  
**June 21, 2016**

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

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

OTHERS: Meg Henke, Library System Administrative Specialist

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

There were no comments from the public. Correspondence was received from John Thompson of the PLSR (Public Library System Redesign) project group and distributed to board members and those in attendance. The correspondence described the project process how the various workgroups and project team will evaluate and make recommendations on how to best provide public library system services in Wisconsin. Connie commented that several members of the Bridges Library System staff have joined one of the various work groups to be involved in this process. Conclusions of the various working committees will be forwarded to the Steering Group then to COLAND for recommendation to the Governor and/or the DPI will take action for funding and potential legislative changes.

A Morris/Sura motion to approve the minutes of the May meeting passed unanimously.

**FINANCIAL REPORT AND ACTION ON THE BILLS**

An Onesti/Sura motion to approve payment of the monthly bill list passed unanimously.

Financial Report – We are expecting to end the year in the positive. The preliminary budget for 2017 should be without significant difference from 2016 budget. A Morris/Pringle motion to receive and file the financial report passed unanimously.

**REPORTS**

*APL Representative's Report:* Barbara Draeger reported that APL met on 6/17. Three topics were the primary focus of the meeting: 1) Budgeting for databases – Discussion was lengthy over the continuation, costs and Bridges Library System financial support of various databases and e-content programs (Gale courses, Reference USA, Job Now, etc.) as well as continuing education and youth services grants. 2) Library Confidentiality and Privacy Policies - The state law has changed and therefore local policies at individual libraries need to make changes to reflect that the new law. Patron awareness needs to be created with regards to patron information, use of a third party collection agent, how long records are kept, circulation information, and retention periods for history logs. Further discussion will follow at the CAFÉ

Council Meeting. 3) LD&L Report – There are several northern counties that are unhappy about Act 420 (cross-county) library reimbursement payments. This is a critical funding issue for the libraries throughout Wisconsin and LD&L is being as proactive as possible trying to provide information and education about the topic to decision-makers.

*Resource Library Report:* Grant Lynch provided YTD reference library services statistics. The Waukesha Public Library allocation from the library system for resource library services is \$40,000 for 2016. That allocation is split equally between personnel and reference collection/materials. It is difficult to track and validate reference statistics but they have tracked 267 reference inquiries from other libraries extrapolated from 107,000 direct reference inquiries from patrons to date. They spend a significant amount of time providing Overdrive help and support, with 387 contacts and 183 helps recorded. 39% of the \$20,000 2016 reference materials budget has been spent to date.

*Bridges Staff Report:* Meg Henke reported the budget season is in process. Beth Bechtel, our Database Management Librarian, started on June 1. Beth is a great addition to our staff and Connie looks forward to this newly created position being a resource for all member libraries. Planning and preparation is being put forth for the upcoming Jefferson and Waukesha County Fairs. Volunteer opportunities remain open for the Waukesha County fair. Summer Library Program is in ‘full swing’. The 1000 books before Kindergarten application version 2.0 is in development. Seven other Wisconsin library systems have joined the app by assisting with funding the development costs.

*Bridges Director's Report:* Connie Meyer reported that the Bridges Library System staff, Jefferson and Waukesha County officials, System Board Members and library directors attended the Public Policy Forum Awards event this morning at the Italian Community Center. Connie and our county officials accepted the award for Data Driven Management and Intergovernmental Cooperation. The Milwaukee Public TV video link has been added to the Bridges Library System Facebook page. Bridges Library System has won a NACo (National Association of Counties) Achievement Award and Connie will be headed to Long Beach, CA on July 24th to accept the award. Similar to the Public Policy Forum Award, this award recognizes the successful project efforts of the merger of Jefferson County libraries with the Waukesha County Federated Library System, on a national level.

## **BUSINESS**

*Approval of SEWI Presenter Agreements:* Southeastern Wisconsin (SEWI) Libraries are pooling their funding together to bring in program speakers in August and October. Bridges is acting as the fiscal agent on behalf of the SEWI group. The other library systems will reimburse Bridges Library System their portion of the program costs. Two presenter agreements were submitted for approval; Marcy Heim, *The Artful Asker* and Emily Ellis to present a workshop on teen programs and services.

A Yeomans/Ager motion to approve the presenter agreements passed unanimously.

*Approval of Facility Agreement for Performer's Showcase:* The purpose for the contract for this venue is to host the Performers' showcase of educational programs for public libraries. This showcase is a new concept as the State no longer produces their directory of performers for libraries to reference. The performers will pay to showcase their talents at this event. Consideration may be given to expand the audience to groups beyond the SEWI libraries, like schools, but is not yet determined.

An Ager/Scanlon motion to approve the facility agreement for the Waukesha Civic Theater passed unanimously.

*Approval of 2017 Intersystem Agreement Bridges Library System/Lakeshores Library System:* This agenda item was tabled, as the agreement is not yet ready. Because some libraries in the state did not file their annual reports on time, the statewide average cost per circulation has not yet been calculated. The agenda item will be on the July agenda.

Next meeting: **Tuesday, July 19, 2016 at 6:00 p.m. at the Jefferson Public Library.**

At 7:02 p.m. a Scanlon/Onesti motion to adjourn passed unanimously.

Minutes prepared by:

Meg Henke  
Administrative Specialist

Respectfully Submitted:

John Rhiel  
Board Secretary