

Black Creek Village Library Board of Trustees

507 S. Maple St

Black Creek, WI 54106

(920) 984-3094

Meeting Notes: Tuesday, February 4, 2020, 6:00 PM

Trustees: Sandra Heiden, Brandi Schomisch, Susan Anschutz, Jenni Court, Stacy DeVoe

Library Director: Eva Kozerski

Reports

- Welcome and attendance
- Approval of minutes from January Minutes
 - Susan A. made a motion to approve the report
 - Brandi S. seconded the motion; motion carried
- Approval of bills and payroll for December
 - Sandy H. made a motion to approve the report as presented
 - Jenni C. seconded the motion; motion carried
- Correspondence - none
- Friends of the Black Creek Village Library Liaison report (No report)

New Business:

- Library Director's Report (see below)
 - Note the new Library System will be ready August 15...lots to learn with a new system
- 2019 Annual DPI Report
 - Sandy H. made a motion to approve this statement of support. The Outagamie Waupaca Library system (OWLS) did provide effective leadership and adequately meet the needs of the library.
 - Brandi S. seconded the motion; motion carried
- Library Hours

Memo from Eva:

To: Black Creek Village Library Board

From: Eva Kozerski, Director

Re: Library Hours

As director of the library, I am requesting a change to our current operational hours. This is based on feedback, observation and the random counting of patrons. I think that opening up earlier in the day will help us serve the community better and will also be a more efficient use of our staffing and utility wages. Furthermore, I am hoping it will even have the benefits of increased circulation and attendance.

I request that the hour changes begin on Monday, May 4th. This is to give staff and patrons alike a chance to get used to the new hours before the summer busy season begins.

Not beginning the hour change until May also gives us the chance to publicize the change and for the creation of a new staff schedule.

I propose the following hours:

MONDAY: 9:00am-7:00pm

TUESDAYS: 9:00am-7:00pm

WEDNESDAYS: 9:00am-7:00pm

THURSDAYS: 9:00am-7:00pm

FRIDAYS: 9:00am-5:00pm

SATURDAYS: 9:00am-2:00pm

- Motion made by Jenni C. to approve this change; Susan A. seconded the motion; motion carried
- Chapter 17 of the Trustee Essentials: Membership in the Library System
 - <https://dpi.wi.gov/sites/default/files/imce/pld/pdf/handbook.pdf>

Old Business

- Any other business
- All board business on the agenda was completed, so the meeting concluded at 6: PM

Next meetings:

- Tuesday, March 3, 2020, 6:00 PM. Finance Committee meets at 5:30 PM

January 2020 Director's Report

1. AAC met on Friday, January 17
 - a. Mobile Printing (ePRINTit)

2. Wednesday, February 12-Youth Services & Summer Reading Workshop (all day) at the Brown County STEM Innovation Center
 - a. Counts as Continuing Ed credits
 - b. Sessions on STEAM and Summer Reading ideas

3. WAPL 2020 Update
 - a. In-person meeting on Monday, January 27
 - b. Speakers

4. CE:
 - a. Little Library, Big Impact: Financial Literacy at Small and Rural Libraries webinar Tuesday, February 18th at 1pm

5. ILS Migration
 - a. I have been asked to be a field consultant for the design process
 - b. August 15, 2020

6. Personnel Update

7. Dollar General Grant for Summer Reading

8. Friends of the Library update
 - a. Booked for Dinner-Saturday, February 29th at 6pm
 - b. Programming Donation

9. Library Long-Term Plan

10. Programming update:

a. No School Days: February 14 and 17

b. Spring Break

i. Programs every day the week of April 6-10, with the exception of Tuesday as that is an election day.

c. Shannon Davis-Foust on the importance of pollinators-evening of Wednesday, March 18th

d. Page-Turners Book Club