

MINUTES OF THE HARTLAND PUBLIC LIBRARY BOARD OF TRUSTEES

Regular meeting on November 8, 2018
Submitted by Lynda Crooke, secretary

- A. CALL TO ORDER was made at 5:00 by president Janet Schmitt. Present were Board members, Lee Bromberger, Lynda Crooke, Michele Plank, Amy Reichert, Jay Williams, library director Laura Gest, and observer Heidi Bauer. Donna Dorau was absent.
- B. PUBLIC COMMENT: There was none.
- C. MINUTES of the Oct. meeting were reviewed. Williams moved that they be accepted as corrected, Bromberger seconded the motion and it carried.
- D. FINANCIAL AFFAIRS:
1. The Oct. bills were discussed, a motion to approve them was made by Crooke and seconded by Williams. The motion carried.
 2. The status of the budget was reviewed, it is "right on".
- E. DIRECTOR'S REPORT:
1. Statistics for Oct. show that circulation was up 1118 for the month and up 3492 for the year.
 2. Laura shared the Monthly News.
 - a. Eight libraries have been visited to observe their book presentations and programs.
 1. Short term goals were made.
 - a. "New stickers" will be available to check out.
 - b. A Holiday Cart of Books will be filled to encourage children to check them out.
 - c. STEM kits will be available to use and check out.
 - d. Art/Craft bags of left over materials will be available for patrons to use and/or take.
 - e. Money from Grandma's House and Woman's Club will be used to buy STEM kits and art bags.
 2. Laura is planning to meet with the Youth Services group to plan help new activities.

- b. Laura, Emily, and Cathy attended the WLA conference.
 - 1. Cathy and Emily attended sessions on Children's Programming and Technology.
 - 2. The Advocacy Bootcamp was attended by Cathy and Laura.
 - 3. Laura attended "Times Up" and PLSR sessions.
 - a. A new PLSR report is available.
- c. Our first outreach facility will be Hartland Place and should be functioning in early 2019.
- d. Margaret Thews will not be displaying her dollhouse in our Library.
- e. The plaque on Nancy Massnick's table will read: In honor of Nancy Massnick, 19 years as Director of the Hartland Public Library.
- f. The computer desk in the front entrance will be moved to open up the area.
- g. Laura will look into purchasing a new display case to be installed along the wall at the entrance to the quiet area.
- h. New furniture will be installed in the children's area to encourage reading.

F. OLD BUSINESS: There was none.

G. NEW BUSINESS:

- 1. Reichert motioned that the Annual Addendum to the Bridges Library System Agreements be approved, Schmitt seconded it and it carried.
- 2. Reichert motioned that the Outreach Library Card be approved, Crooke seconded it and it carried.
- 3. Crooke motioned that the Library close from 12:00 until 5:00 on Dec. 14 for a holiday lunch and inservice, Bromberger seconded it and it carried.

H. ADJOURNMENT: Motion to adjourn was made at 6:00 by Williams and seconded by Reichert. The motion carried. The next meeting is scheduled for Thurs., December 13, 2018 at **5:00** PM.