

Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, December 12, 2011, 6:30 pm

Present: Richard Helmick, Sharon Knight, Donna Nosek, Rose Mary Leaver, Jim Winship, Vicki Santacroce

Absent: Julie Caldwell

Administrative Staff Present: Stacey Lunsford, Diane Jaroch

Guests: George Lawson, Library Consultant and Shirley Hapka

1. President Nosek called the meeting to order at 6:35 p.m.
2. The consent agenda was approved as presented. MSC Winship/Leaver Ayes: Helmick, Knight, Nosek, Leaver, Winship, Santacroce. Noes: None.
3. The circulation, service, and Mango statistics reports for November 2011 were acknowledged. MSC Leaver/Helmick Ayes: Helmick, Knight, Nosek, Leaver, Winship, Santacroce. Noes: None.
4. The treasurer's report for November 2011 was accepted as presented. MSC Winship/Leaver Ayes: Helmick, Knight, Nosek, Leaver, Winship, Santacroce. Noes: None.
5. Citizen input regarding matters not on agenda: Shirley Hapka-- Elevator is needed and should be considered in new addition if not prior. This summer, had to carry 200 boxes of books up 2 flights of stairs. Hapka commented, "It is an accident waiting to happen."
6. OLD BUSINESS
 - a) Library Building Expansion Project ~ Discussion
George Lawson, Library Consultant
Q & A:
Q: Have you read our last Needs Assessment?
A: Did not read past assessment, would do his own assessment based on his experiences. Would work with the Board, the staff and hold community forums to help assess needs and make the library the right library for Whitewater Community and its patrons.
Q: What are your thoughts of the impact of technology on library addition and libraries of the future?
A: Use of spaces need to be flexible; special considerations of new media and downloadable media.
Q: What are your specific suggestions for flexible spaces and technology?
A: Basics: less walls the better, 5 1/2 foot module for stacks, data infrastructure ubiquitous, plenum flooring, and lighting needs to be flexible.
Q: How are libraries using spaces differently now then 10 years ago?
A: Growing media collections, less Reference stacks, Teen services and Teen spaces growing, more interactive areas for younger patrons, collaborative areas and study rooms (glassed in spaces to keep in/out noise).

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Q: What trends in adolescent spaces and services are you seeing?

A: Growing physical spaces in libraries. Young patrons need space to collaborate and interact and storytelling/program space right in youth areas are a trend.

Q: Are you seeing a trend in moveable stacks and shelving?

A: Yes, but they can be heavy which needs to be considered when purchasing.

Q: Is there a trend for performance areas and Creation areas?

A: Some libraries are building multi-purpose type of space or mobile staging areas. Example: multi-media lab in Skokie.

Q: What are some storage solutions for our library?

A: Space saver storage. Lack of storage is the number 1 complaint in most building projects.

Q: We have already done a Needs Assessment and Plan which cost us money. What do we do with this existing work?

A: Need to reprogram and reassess needs. Needs to be a balance of what your bottom line is (budget) and planning a building for 25 years into the future.

Q: Recommended libraries to visit in area?

A: Fort Atkinson, Shorewood, Fitchburg, Hartford

NOTE: George Lawson also presented a sample of a typical work plan schedule and what is done at each visit and step in a schedule.

Challenges: Generally, people don't see overcrowding nor know what they may be missing until they see it. People feel the "new" library was just built. Need to show current situation and vision of what it could be (architectural vision and appeal).

A library has to be so many different things for so many different people. Need to find "their" space within the environment. Create micro spaces within that are flexible and can meet changing needs.

- b) Council and Community Communications ~ Stacey is on the December 20, 2011 Council agenda to give information regarding George Lawson's visit and discussion.

7. NEW BUSINESS

- a) Extended loan e-readers for staff ~ Motion to approve extended e-readers loan program for staff members using available funds from the Technology Trust. MSC Winship/Helmick Ayes: Helmick, Knight, Nosek, Leaver, Winship, Santacroce. Noes: None.
- b) Contract for Jefferson County Library Services ~Motion to accept contract for services as presented. MSC Winship/Leaver Ayes: Helmick, Knight, Nosek, Leaver, Winship, Santacroce. Noes: None.

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- c) Memorandum of Agreement with Lakeshores Library System ~ Motion to accept the agreement as presented. MSC Leaver/Winship Ayes: Helmick, Knight, Nosek, Leaver, Winship, Santacroce. Noes: None.
8. SUGGESTION BOX: None
- DIRECTOR'S REPORT (As submitted by Stacey Lunsford)
- a) I was invited to attend a networking luncheon on campus, "Our Vision, Our Voice," for women leaders in the community and on campus. It was successful and I believe they plan to have another one in the spring.
 - b) I attended the City Council meeting on November 15 and gave a report on the Wisconsin Library Association conference. The city budget passed with no changes for the library.
 - c) We had a management retreat on November 17 for which we read the book, *True North: Discover Your Authentic Leadership* by Bill George and for which we took the Myers-Briggs Personality Type test. We then did different exercises to better understand each other in order to improve our communications and working relationships. Both Diane and I attended. Cathy had a prior commitment to do a YA Gaming Night that was scheduled and advertised before the date was set for the retreat.
 - d) I had second Book a Librarian session for Ancestry.com on November 18. I did a session with two ladies with new Kindle Fires on November 28 and another session for a Kindle Fire on November 30.
 - e) Diane and I attended the dinner on campus and the lecture that followed on November 28 for Sonia Nazario's book, *Enrique's Journey*, which is about illegal immigration. This was the book for the Campus Community Reads fall event for which we held a book discussion in the library on November 15 and nine people attended.
 - f) We had a meeting on November 30 to discuss proposed changes in the Employee Manual to reflect the changes in collective bargaining rules. The draft will go to the Common Council next for their review.
9. Board member reports: None
10. Board member requests for future agenda items: Library visitations to see other facilities.
11. Confirmation of next meeting on January 9, 2012, 6:30 p.m.
12. The meeting was adjourned at 8:06 p.m. MSC Helmick/Winship

* Items denoted with asterisks will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Minutes submitted by Vicki Santacroce, Board of Trustees Secretary

Vicki Santacroce

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