



Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
White Memorial Room  
Monday, September 16, 2013, 6:30 pm

**Present:** Richard Helmick, Sharon Knight, Danielle Hudson, Anne Hartwick, Sally Watson, Julie Caldwell, Jim Winship **Absent:**

**Administrative Staff Present:** Stacey Lunsford, Diane Jaroch

**Also Present:**

1. President Anne Hartwick called the meeting to order at 6:31 p.m.
2. The consent agenda was approved as presented. MSC (Winship/Knight) Ayes: Helmick, Hudson, Hartwick, Watson, Caldwell. Noes: None
3. The circulation, service, and Mango statistics reports for August 2013 were acknowledged and accepted as presented. MSC (Caldwell/Winship) Ayes: Helmick, Knight, Hudson, Hartwick, Watson. Noes: None
4. Acknowledgment of receipt of treasurer's report for August 2013 MSC (Winship/Hudson) Ayes: Helmick, Knight, Hartwick, Watson, Caldwell. Noes: None
5. Citizen input regarding matters not on agenda; no action at this meeting.
6. OLD BUSINESS
  - a) Library Building Expansion Project ~ Stacy reported—Rick and I met on Friday, September 6. He informed me that Darren Schretter, our former project manager from Dewberry, has left Dewberry to join Rick's company, so Darren will once again be working on our project. Rick gave me a draft of his vision document to review and provide feedback and some preliminary conceptual ideas for locating services and collections. We discussed the ideas and I gave him further direction on what we are intending for our space as downsized from the original two-story addition..
  - b) Council and Community Communications ~ None.
  - c) System Planning ~ Stacey will give a full report on September 11 wrap-up at the meeting
7. NEW BUSINESS
  - a) This is the annual staff work day, in which staff work on projects that cannot be done while we are open. We have plans for weeding, book covering, re-organizing, and shelf reading.
  - a) I had Anne sign the MobileMAKE memorandum of understanding for the LSTA grant proposal which was due today.
8. DIRECTOR'S REPORT As submitted by Stacy Lunsford
  - a) The Boopsie app is launched. It has been publicized in the Daily Union, the Register, on Facebook and Twitter, and on our website and will be in the Royal Purple.
  - b) We have met with the furniture supplier and the interior design person for the staff room remodel to further refine what we need for the quote.



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- c) I attended the system merger meeting in Racine on Thursday, September 12. I will give a full report of the proceedings at the meeting on Monday.
- 9. ADULT SERVICES REPORT—As submitted by Diane Jaroch
  - a) The Grand Prize Drawing for the Summer Reading Program was held on August 2. The two adult prizes were a digital camera and a Nook Simple.
  - b) I attended the library's system planning Public Forum Workshop on August 13 and acted as a note taker/facilitator for the group I was seated with. The workshop went very well and everyone in attendance was very optimistic about building a new library.
  - c) I attended the final meeting of the Circulation Committee to finalize the Circulation Review/Skills Test the committee created at the request of the Jefferson County Library Directors. The document will now be submitted to the Directors for their approval.
  - d) I spent most of August planning and organizing programs for September and October.
- 10. YOUTH SERVICES REPORT—As submitted by Cathy Bloom
  - a) Our Battle of the Books team, which included 7 young adults, went to Hartford to compete in the Mid-Wisconsin Battle of the Books tournament. While we did not win the tournament, our team did well and they had a good time.
  - b) On August 2, we had the drawings for the grand prizes for the summer reading program.
  - c) Lindsey Giller's last day of work was on Friday, August 5. She was the summer reading program assistant. She did meet us at Pizza Hut on August 13, 2013 for the young adult volunteer appreciation lunch at Pizza Hut.
  - d) I spent most of August planning storytimes and programs for the fall-winter session.
- 11. Board member reports. None
- 12. Board member requests for future agenda items. None
- 13. Confirmation of next meeting on October 21, 2013, 6:30 pm
- 14. Adjournment into Closed Session NOT TO RECONVENE. MSC (Helmick/Caldwell) Roll call vote. Ayes: Helmick, Knight, Hudson, Hartwick, Watson, Caldwell, Winship. Noes: None

Minutes submitted by Sally Taylor Watson, Board of Trustees Secretary

*Sally Taylor Watson*