



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

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

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

**Also Present:**

1. President Anne Hartwick called the meeting to order at 6:32 p.m.
2. The consent agenda was approved as presented. MSC (Hartwick/Winship) Helmick, Knight, Watson, Caldwell. Noes: None
3. Acknowledgment of receipt of circulation, service, Mango, and Boopsie statistics reports for November 2013 were acknowledged and accepted as presented. MSC (Winship/Helmick) Knight, Hartwick, Watson, Caldwell. Noes: None
4. Acknowledgment of receipt of treasurer's report for November 2013 MSC (Winship/Caldwell) Helmick, Knight, Hartwick, Watson. Noes: None
5. Citizen input regarding matters not on agenda; None
6. OLD BUSINESS
  - a) Library Building Expansion Project -Report will be presented in January.
  - b) Council and Community Communications – Discussion
  - c) 2014 Budget – Was approved by the city board. Will include expanded library hours.
7. NEW BUSINESS
  - a) 2014 Goals and Objectives – Move to adopt the goals and objectives. MSC (Winship/Knight) Helmick, Hartwick, Watson, Caldwell. Noes: None
8. DIRECTOR'S REPORT as presented by Stacey Lunsford
  - a) I attended the bi-monthly SHARE meeting in Waterford on Thursday, November 21. We had several demonstrations and updates on various new resources.
    - a. E-Resource Central- Materials that are available through OverDrive will now show up as search results in the library catalog with the ability to click through and borrow or place holds on OverDrive ebooks and digital audiobooks.
    - b. MobileCirc--We will be ready to start using MobileCirc early next year. We need a 2-D scanner and a Bluetooth Printer and SHARE will be making a group purchase of this equipment in February.
    - c. NoveList Select--The online readers' advisory website has been integrated into the library catalog so patrons can receive book recommendations based on their preferences directly in the catalog and it will show them who owns those titles in SHARE.
  - b) We have been having minor but persistent computer issues since the SHARE server was moved from Horicon to Waterford on December 1. Tim and Jim Novy are working through them.
  - c) I attended the quarterly Safety and Wellness Action Group meeting on December 10. S.W.A. G. is comprised of representatives from each city department working to promote, share information, and unite all staff from all departments on matters of safety and program implementation.

9. ADULT SERVICES REPORT as presented by Diane Jaroch
  - a) I attended a Cataloging Workshop at the Dwight Foster Memorial Library on November 4. The Cataloging Committee for SHARE went over some of the new cataloging guidelines and helped answer questions about properly cataloging items not found in the database.
  - b) We had a nice turnout for International Games Day @ your library. Twenty-five people were in attendance. It was so nice to see families coming to the library to play together.
  - c) We had four people attend our Maker Monday program on November 25. We made Snowmen out of clay planter pots. The next Maker Monday will be on December 16 at 4:30 pm. We asked those attending to register ahead of time so we could have enough supplies on hand for the gifts we are making. We currently have eight individuals signed up to participate in this event.
  - d) I proctored two on-line exams during the month of November. One was for a patron working on her Master of Business Administration through the University of North Dakota. The second ' exam was for a patron Working on his Master of Science in Agronomy through Iowa State University.
10. YOUTH SERVICES REPORT as submitted by Cathy Bloom.
  - a) November was a fairly quiet month.
  - b) There weren't any programs or storytimes from November 1st through November 10th as I was on vacation.
  - c) Storytimes: There were eight storytimes held in November. Attendance for those eight sessions was 205.
  - d) 33 children attended Lego Club and 8 young adults were at the YA Gaming Night.
  - e) There were 4 people who attended Maker Monday which was held on Monday, November 25.
  - f) I also attended Crime Club which was on November 20, 2013.
  - g) Diane and I did the display case for the month of December.
  - h) I also started planning activities and programs for the Winter-Spring Session.
11. Board member reports. None
12. Board member requests for future agenda items. Add trustee handbook review for future meetings.
13. Confirmation of next meeting on January 20, 2014, 6:30 pm
14. Adjournment at 7:20 pm.

Minutes submitted by Sally Taylor Watson, Board of Trustees Secretary

