

**ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES**

Elisha D. Smith Public Library  
All participants online.  
January 26, 2021

**Called to order** at 4:33pm by Vice Chairman Halverson

**Present:** Trustee Franzoi, Vice Chair Halverson, Secretary Lane (arrived at 4:43pm), Trustee Schwerbel, Trustee Turner, Superintendent of Schools VanderHeyden, Trustee Witt and Teen Rep White

**Absent:** Chairman Golz

**Also Present:** Director Lenz, Support Services Supervisor Raschke, Adult Services Supervisor Moore-Nokes and Business Manager Dreyer

**Public Comment/Communication**

None

**Consent Business**

A motion was made by Schwerbel, seconded by Franzoi to approve the Library Board of Trustee meeting minutes from December 22, 2020 and accept the minutes of the Director Search Committee minutes from January 13, 2021. Motion carried unanimously.

**Authorization of Bills**

A motion was made by VanderHeyden, seconded by Witt to authorize payment of the December(2) 2020 list of bills from the 2020 budget and the January 2021 list of bills and endowment fund from the 2021 budget. Library Insight is meeting room scheduling software. Motion carried unanimously.

**Unfinished Business**

**125<sup>th</sup> Anniversary Celebration**

Liz Franzoi designed the anniversary logo and is working on a mailer. The committee will be meeting tomorrow to discuss a budget and the following events:

- February – A virtual Facebook concert featuring Erin Krebs for Love Your Library month. There will also be a social media contest.
- March – A virtual birthday party celebrating Elisha D. Smith's birthday, in connection with the Randy Peterson Concert and Rondini during spring break.
- April – Celebrate the library's first board meeting.
- August – A possible outdoor concert.
- November/December – A look into the future with a fundraising component.

**Director Search, Support Services Supervisor Retirement and Supervisor Search**

- Support Services Supervisor Cate Brandt retired, and Adult Services Supervisor Aaron Raschke moved into her position.
- After a hiring process that included interviews of three candidates, Librarian Kirk Moore-Nokes replaced Raschke as Adult Services Supervisor.
- Interviews have been conducted to fill the resulting open librarian position.
- The director's position opening has been extended until February 12.

**New Business**

**December 2020 / End of Year Statistics**

Due to the pandemic, the library's circulation was down 47.3% in 2020. However, digital circulation was 22.3% higher.

**Library Year 2021**

Trustees reviewed the 2021 library year calendar.

2020 Budget Status/Projected

The 2020 budget is projected to have excess operating funds which trustees have already encumbered for retirements and the building project.

Fund Reports – WALs Technology Report and Endowment Fund

Trustees reviewed the WALs technology and endowment fund.

Strategic Plan Update

The pandemic held up many parts of the plan.

Status of Library Services/Staff Reports

- Tax forms are available at our curbside pick-up table.
- AARP will be helping people with tax returns by appointment only in the Company E room starting in February.
- There are 45 adults and kids signed up for the Beanstack Books Like Us Winter Reading Program.
- We continue to offer virtual programs for kids and adults and curbside pickup of library materials for now.

**Adjournment**

Motion to adjourn made at 5:04pm by Franzoi, seconded by Schwerbel. Motion carried unanimously.

Respectfully submitted,  
Kathy Dreyer, Recording Secretary