

Neenah Public Library Board of Trustee Meeting Minutes – November 16, 2016

Call to Order

With Fieldhack in the chair, the Neenah Public Library Board of Trustees meeting was called to order at 4:00 p.m. in the Carpenter Conference Room. Members present: Randy Fieldhack (president), Jan Sarnecki (vice president), Carol Codner (chair, Finance & Personnel Committee), Tom Widener, Beth Irish, Patricia Rickman, Merry Whipple, Lisa Hemes, Tami Erickson (Aldermanic representative), Tim Kachur (Neenah Joint School District Representative), and Cassidy Kemppainen (teen representative).

Also present, Nicole Hardina-Wilhelm, assistant director, Nancy Britten, circulation services manager, and Katrina Wulff, youth services manager.

Public questions & comments

None.

Minutes

On motion of Sarnecki, seconded by Codner, the Board approved the minutes of the Library Board meeting of October 19, 2016.

Statistical Report

Youth circulation continues to grow. Electronic material checkouts are up 8%. Customer count from October to October was up 8%, along with a 12 % increase in program attendance. Fine revenue is down for the year.

Bills for Consideration

On motion of Whipple, seconded by Sarnecki, the Board unanimously approved payment of the November bills.

Director's Report

Hardina-Wilhelm reported staff moved to an online time clock and time sheet system. Winnebago County approved the budget. The library will receive a 6.2% increase from the county.

Department Reports

Circulation Services: Britten reported the total number of fines cleared and food collected was down over last year and discussed Black Friday events.

Youth Services (Wulff): Youth Services are collecting books for Give a Kid Book.

Community Survey

Board members discussed the opening paragraph of the survey draft and shared suggestions on wording.

Budget Update

The common council passed the budget on November 15 with no changes to the Mayor's proposed library budget.

Hearing Loop

The hearing loop in the youth services workroom is installed.

Next regularly scheduled meeting

Wednesday, December 21, 2016 at 4:00 p.m.

Adjournment

On motion of Whipple, seconded by Sarnecki, the board adjourned at 5:06 p.m.

Respectfully submitted,

Nicole Hardina-Wilhelm, Assistant Director