

Neenah Public Library Board of Trustee Meeting Minutes – November 15, 2017

Call to Order

With Fieldhack in the chair, the Neenah Public Library Board of Trustees meeting was called to order at 4:01 p.m. in the Carpenter Conference Room. Members present: Randy Fieldhack (president), Jan Sarnecki (vice president), Carol Codner (chair, Finance & Personnel Committee), Tom Widener, Patricia Rickman, Lisa Hemes, and Tami Erickson (Aldermanic representative). Members excused: Merry Whipple, Beth Irish, Tim Kachur (Neenah Joint School District Representative), and Maggie Schuster (teen representative).

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

Minutes

On motion of Sarnecki, seconded by Codner, the Board approved the minutes of the Library Board meeting of October 18, 2017.

Statistical Report

Circulation is up 2% over last year. Program attendance is up 16% for the year.

Hemes arrived at 4:07 p.m.

Bills for Consideration

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

Director's Report

Raab informed the board about several incidents that have taken place at the library recently.

Department Reports

Circulation Services: Baird reported 2,036 items were collected and \$2,645 fines waived during Food for Fines. This was one of the lowest years since 2010.

Youth Services: Winter program planning is complete. Wulff visited Hoover elementary and taught students how to use the new Overdrive app, Libby.

Adult & Technical Services: Hardina-Wilhelm discussed programs from WLA. The Adult department had several successful programs in October including Fox Cities Book Festival and the Fox Valley Ghost Hunters program. Technical Services staff continue to update adult and youth call numbers to assist patrons in locating materials on the shelves.

Additional open hours

On motion of Widener, seconded by Sarnecki, the Board unanimously approved the proposed change in hours to begin in January 2018. The new hours will be Monday through Thursday, 9 – 9; Friday 9 – 6; Saturday 10 – 4; Sunday 12 – 4. The hours will remain the same year-round.

On motion of Sarnecki, seconded by Hemes, the Board unanimously approved the proposed additional days closed and early closings to begin in 2018. The additional closed days: Saturdays of Memorial Day

and Labor Day weekends; close at 5 p.m. on July 3 and on the Wednesday before Thanksgiving; close on New Year's Eve.

Next regularly scheduled meeting

Wednesday, December 20 at 4:00 p.m.

Adjournment

On motion of Sarnecki, seconded by Codner, the board adjourned at 5:14 p.m.

Respectfully submitted,

Gretchen Raab