

**Columbus Public Library  
Library Board Meeting  
Tuesday January 15, 2019  
Phyllis Luchsinger Callahan Meeting Room**

Peter Kaland called meeting to order at 5:00 PM.

Present: Trina Reid, Sara Sample, Sharon Egan, Nora Vieau, Sue Salter, Jim Schieble, Merry Anderson, Cindy Fesemyer. Deb Haeffner was absent, excused. Guests in attendance were Dennis Buchda of EMC Insurance, as well as Mary Lou Sharpee and Nancy Osterhaus of the Columbus Literacy Council.

**Adoption of the Agenda:** Jim moved and Nora seconded that the agenda be adopted as presented with the change of moving 2 New Business items, Insurance Review and Literacy Council Update, moved up to directly follow Financial Secretary's Report. Motion Carried

**Board Minutes:** Sue moved and Nora seconded that the Minutes of December 18, 2018 be adopted as presented. Motion carried.

**Financial Secretary's Report:**

- F&M CDARS balance is \$34,358.18.
- F&M checking balance is \$8846.32.
- F&M saving balance is \$7496.42.
- The SCLS Foundation Fund balance is \$273,848.42.
- Pete asked that the Old National Bank account be noted as closed.

Nora moved and Sara seconded a motion to approval Financial Secretary's report as presented. Motion carried.

**Approval of Bills:** Sharon moved and Sara seconded a motion to approval payment of bills in the amount of \$4170.99. Motion carried.

**2018 Budget:** Cindy reported that the current status of the budget is on track as expected.

**New Business:**

- Literacy Council: Mary Lou Sharpee and Nancy Osterhaus were in attendance to give an overview of what is happening with the Literacy Council, which is housed at the Library Annex.
- Dennis Bruchda, of EMC Insurance, was in attendance to present an overview of the Library's insurance coverage.

**Director's Report:**

- See report for general information, statistics, fines and fees, lost materials, circs by municipality and e-marketing analysis.
- Cindy noted that there will be a community meeting on 3/21/19 at the Pavillion looking for community input regarding city planning.

**President's report:**

- Pete asked that by laws be addressed at the February 19, 2019 meeting.

**Correspondence:**

- Cindy shared various holiday cards received by the library, as well as a thank you card from the staff of the library in appreciation of the holiday bonuses.
- A thank you card was passed around for the board members to sign to the children of Russ and Peggy Frederick, in appreciation of the endowment given to the library.

**Friends of the Library Report:** Nora reported that

**Committee Reports:**

- Policy: None
- Buildings and Grounds: None
- Personnel: None

**Unfinished business:** None

**New Business:**

- **Library Legislative Day:** This is occurring on February 12<sup>th</sup> at the State Capitol. Pete and Sue will be attending with Cindy.
- **Personnel Handbook Addendum:** Cindy Presented the Library Addendum to the City of Columbus Personnel Handbook. See packet.
- **Adult Programming Library Assistant Hire:** Katherine Brick was brought in and introduced as the new Adult Programming Assistant hire. Pete requested and Jim made a motion to approve the hiring of Katherine as the Adult Programming Assistant. Nora seconded. Motion carried.

**Adjourn:** Sue moved and Nora seconded to adjourn at 6:15. Motion carried.

Next scheduled board meeting: February 19, 2019.

Sharon Egan  
Columbus Public Library Board Secretary

**Columbus Public Library  
December 2018 Report**

(Distributed at January 15, 2019 library board meeting)

**DIRECTOR'S REPORT**

PLANNING

-City Council approved MSA as the consultant for the Columbus Road Map to 2050. The CET and MSA met twice since then to plan how they will conduct their community conversations in support of the planning process. The first community conversation occurred at the Senior Center on 1/7/19. Others are scheduled for the coming months.

## FINANCES

- We'll see next month how we ended our fiscal year. There are still too many outstanding 2018 expenses to know for sure where we stand.
- I'm supplying library info to Kim Manley, City Treasurer, in support of year end fiscal activities.

## PROGRAMS

- The Thursday afternoon Kids Clubs have maintained a steady attendance, with a core group coming most weeks to explore whatever we put in front of them (Crafts, STEAM activities, LEGOs or Pokémon). Pokémon is the one week that draws a different, but equally as dedicated group.
- We received a donation of Pokémon cards from Jason Theilen, owner of the game store in town that unfortunately just closed. This allows us to continue to give cards away at each Pokémon Club so every kid who attends has cards to play with. Thanks, Jason!
- TACOS (Teen Advisory Committee of Students) kids are getting more involved with event planning and are currently helping plan the Manga Making program coming up in January and the Anti-Valentine's Day Lock-In for February.
- Consider attending *Short Stuff* on Thursday, 1/17 at 7:30 at Cercis Brewing. It's a new program for the library: short introductions, short trivia contest, short discussion, about short stories.

## STAFF

-Many thanks to Pete and Emily, the Director of the Portage Public Library! Because the two of them manned the library desks one afternoon, the full staff and I were able to have a holiday lunch at Fast Lanes. Followed by bowling. Be sure to congratulate Sue Mathwich, who is clearly the best bowler of our bookish bunch.



Our bowling bunch!

- Catherine Walters Brick is our new Adult Programming Library Assistant. She started in 1/7/19 and is catching on very quickly. Be sure to say "hi" and introduce yourself when you see her.
- I'll be traveling a bit for PLA this month: Chicago on 1/16/19 and Seattle 1/24-29.

## BUILDINGS

- Our attic bats woke up during the warm weather in early January. We'll definitely need to have the critter removal guy back in the spring.
- Many, many thanks to Heather and the folks at DPW. Year after year they put up and take down the holiday decorations, inside and outside the library. Their efforts create a fun and festive vibe the holidays. Thank you!!

## 2019 GOALS legend

Columbus Road Map 2050

Library Strategic Plan

New personnel evaluation system

Respectfully submitted by Cindy Fesemyer