

**Columbus Public Library
Library Board Meeting
Tuesday, January 17, 2023
Phyllis Luchsinger Callahan Meeting Room**

Pete Kaland called the meeting to order at 5:00 p.m.

Roll Call: Present in person: Lindsey Ganz, Pete Kaland, Jim Schieble, Sue Salter, Deb Haeffner, Trina Reid, Nora Vieau, Merry Anderson, Joanne Binsfeld, Dana Pike

Guest: Shawn Brommer, South Central Library System

Adoption of the Agenda: Jim moved and Sue seconded a motion to approve the agenda with a change in order of business allowing guest from SCLS to present first. Motion carried.

See New Business-Strategic Planning with Shawn Brommer, SCLS

Shawn presented the results of the board survey and outlined next steps in Strategic Planning process.

Disposition of Minutes: Dana moved and Nora seconded a motion to approve the minutes as corrected by Jim to reflect additional information from the Buildings and Grounds Committee. The exhaust fan in the restroom was removed when the elevator was installed in 2017. Motion carried.

Financial Report: CDAR 2 renews 1/19/23 at 2.99%. Year-end Foundation value approximately \$52,00 less than 1/1/22 value. Nora moved and Deb seconded a motion to approve the Financial Report. Motion carried.

Approval of Bills: Bills of \$8,916.38 reported. Jim moved and Dana seconded a motion to approve the bills. Motion carried.

Director's Report: There are still some outstanding bills from 2022 which will be reflected in February report. Income goal was met and budget is on track. Some left over funds will be used for new shades and Annex lights. These costs will be invoiced in 2022. The library closed on 12/22/22 due to weather. Lindsey has begun working on the annual report.

The Winter Reading Program, now in its second year, ends 2/8/23. Jill Patterson will present online program "Eat This Not That" on 2/8/23. A Mid-Winter Medieval Family Fun Day is scheduled for 2/11/23. Thirteen people are participating in piano lessons offered by staff member Catherine Brick.

Sewage smell seems resolved when #1 Plumbing replaced seals in and around urinals. SNS Electric installed emergency exit signs and lighting in the Annex and replaced outlets in the kitchen area of meeting room. DPW installed drywall in boiler room and the area has been cleared. All safety issues from last fire inspection have been addressed. DPW cleaned exhaust fan and installed shelves in women's restroom.

Strategic Plan Committee reviewed past director reports and newsletters to determine accomplishments from 2015 Strategic Plan. Board members received a survey to help with goal

setting. The CPL programming team met with Kim Lang, Senior (now Community) Center Director to discuss Commotion and timelines. Friends of the Library met in January to discuss projects, expenses and fundraisers.

Goals: Plumbing/odor smells in restroom resolved. Provided cross-training on new Drupal website; Catherine and Helen can now access training videos.

President's Report: Pete noted *Daily Citizen* story that Dodge County may offer online courses.

Friends of the Library: Now meeting bi-monthly, met in January to plan October fundraiser at Culvers. Setting aside discretionary funds for committees.

Correspondence: None

Committee Reports:

Personnel Committee: Met to prepare evaluation materials and schedule.

Strategic Planning Committee: See Shawn Brommer presentation above.

Building and Grounds Committee: DPW now taking the lead on roof issues.

Trustee Training: Board members selected topics and dates for 2023 presentations.

Note: Unfinished Business was accidentally omitted from Agenda. Information provided by Secretary.

Unfinished Business:

Library Roof: See Committee Reports. The high cost of developing specs was noted.

Annex Rent/Lease: No discussion

2023 Budget: See Director's Report

New Business:

Approval of new hire Reagan Muller, Marketing Assistant. Sue moved and Nora seconded a motion to approve the new hire. Motion carried.

Director Evaluation Packet: Lindsey will send board members job description, goals and revised evaluation form.

Pete noted Legislative Library Day on Tuesday, February 7, 2023. This opportunity to meet with state lawmakers occurs on a 2-year cycle consistent with the state budget cycle alternating between thanks for support and budget requests.

Adjournment: Jim moved and Joanne seconded a motion to adjourn. Motion carried. Meeting adjourned at 5:30.

Next scheduled board meeting February 21, 2023.

Respectfully submitted.

Merry Anderson, Secretary