

The Library Board of Kewaskum, Washington County, Wisconsin met in regular session at the Municipal Building Community Room, 204 First Street.

Committee Members Present: Meltz, Spenner, Hesse, Westphal, Mayer, and Radetzky

Excused Absent: Zemlicka

Staff Members Present: Kreis and Butz

Meeting was called to order by Teresa Meltz at 1:30 p.m., followed by roll call.

Motion by Westphal, seconded by Mayer to approve the November 8, 2021 meeting minutes, voice vote, motion carried.

PUBLIC INPUT – none

FINANCIAL

Approval of Bills – Motion by Radetzky, seconded by Spenner to approve payment of bills, voice vote, motion carried.

Budget Review – Kreis reviewed the budget summary through November 2021. Library Supplies are over budget due to new cards; may go over in videos/movies. Washington County reimbursement was received.

REPORTS

LIBRARY

Circulation – Circulation is up 15% over last year. Ancestry.com still popular; in 2022 it will be available for in library use only. Kreis reviewed the percent of budget vs percent of circulation year-to-date.

Monarch System – Kreis reported on the last two meetings:

- Milwaukee County library card discussed, our policy is to offer to all WI residents. A standard patron code to be researched to allow for restricted users to pop-up.
- The hold routing sequence to be reviewed to even out what is sent vs received
- Gale Courses renewed for 2022
- ARPA grant received in the amount of \$186,500
- e-mail bounce back for notifications being worked on; e-mails are being manually resent
- Travel reimbursement for attending meeting not approved, will be meeting virtually
- Next meeting is January 13, 2022, a new inclusion initiative being worked on

Director's Report – Lori Kreis provided her report:

- 2022 Winter Programs reviewed. Emphasis is on East Asia. Kim will be doing outreach with Little Folks Daycare
- Library Technical Services Assistant job opening has been posted to replace Elaine Galvin; three applications received
- Large cabinet cleaned, will be used for kits
- Personnel Management class completed
- 4706 reference transactions for the year
- Donated 279 books this year to Better World Books, a total of 381 pounds.
- Hoopla started February 8, 2021, spent \$642 of \$1000.

Washington County Library Services Board – The next meeting is January 20, 2022

Village of Kewaskum
Library Board
Meeting Minutes
December 13, 2021, 1:30 P.M.

VILLAGE BOARD – Spenner reported that he was appointed to Village Board President, effective January 1, 2022. Vacant spots on the Library Board and Shared Facilities will be filled.

SCHOOL DISTRICT – Andy Mayer reported that Beanstack is up and running at the school.

CHAMBER OF COMMERCE – Kreis reported on the Library’s participation in the Christmas parade and cookie walk.

NEW BUSINESS - none

OLD BUSINESS

Spenner noted that there is inconsistent information on the agreement with the Library Foundation in regards to the new Library/Shared Facilities.

Trustee Training videos, What it means to be a Library Trustee and Board Meetings, were watched and discussed.

Next meeting date January 10, 2022 at 1:30 p.m.

Motion by Westphal to adjourn at 2:44 p.m.

Tammy Butz
Village Clerk