

Black Creek Village Library Board of Trustees
507 S. Maple St
Black Creek, WI 54106
(920) 984-3094

Meeting Notes: Friday, February 27, 2019, 6:00 PM
Trustees: Sandra Heiden, Stacy DeVoe, Susan Anschutz
Library Director: Eva Kozersk

Not Present: Carolin Grunwaldt, Jenni Court

Reports

- Welcome and attendance
- Approval of minutes from the February Meeting Minutes
 - Stacy D. made a motion to approve the notes as presented
 - Susan A. seconded the motion; motion carried
- Approval of bills and payroll for February
 - Sandy H. made a motion to approve the report as presented
 - Stacy D. seconded the motion; motion carried
- Correspondence
- Friends of the Black Creek Village Library Liaison report
 - Lori was not present, but Eva shared their upcoming events
 - Booked for Dinner later this year, with some tweaks
 - WLA Library Legislative Day was cancelled due to the weather
 - Brat fry in June
 - Suggestion to do another craft day...
- Library Director's Report (see below)

Old Business

- Draft bylaws were reviewed and revised. Eva will update, mail or email to the board at least 10 days prior to the next board meeting
- Eva will also post the draft bylaws in the library

New Business

- Review Chapter 5 of Trustee Essentials Hiring a Library Director
- Sandy H. made a motion to adjourn at 6:45 PM
- Susan A. seconded the motion; motion carried

Next meetings:

- Tuesday, April 2, 2019, 6:00 PM. Finance Committee meets at 5:30 PM

February 2019 Director's Report

1. The first meeting of the committee for analyzing our Integrated Library System (ILS) platform options met on Monday, February 18th at the Menasha Public Library. We discussed need and wants and clarified scope and goals. Our target date is still November 2019.
2. The separate OWLSnet/Winnefox exploration committee is still meeting independently but concurrently.
3. AAC will meet Friday, March 15 where an update to this process will be given.
4. Krista has returned to normal working hours with no restrictions this week.
5. Abbey Unruh, the outreach coordinator from Reach Out and Read and I met with ThedaCare Black Creek to assess their participation in the program. The clinic scored high, and staff are adhering to the program model. Their feedback was that the program is appreciated by both the staff and the patients.
 - a. I have talked to the Friends group about purchasing more Books for Babies bags to hand out during infant wellness checks.
 - b. They are also still willing to display any programming and promotional material for us.
6. I would like to get a banner made, mostly for events such as the Family Daze parade, but it could come in handy for other events. I will start pricing these out and am hoping to stay as local as possible.
7. Hygiene for the Homeless drive is happening again this year through March 10th. Last year we collected quite a bit for area families and I hope to repeat this again this year.
8. Milk for Moola cap program is being discontinued by KwikTrip, this is the last week of collection.
9. Programming update:
 - a. We will be doing an Arbor Day Celebration event for families, partnering with Black Creek Advancement Association so that families/attendees can take home a tree to plant. Originally it was planned for a non-school day, but this may have to be tweaked if the school schedule is changed due to weather days.
 - b. I have been in contact with Reinvent Ferment to do a program. They have done workshops at other libraries that includes PowerPoint presentation and a demonstration.
 - c. NeighborWorks will be doing a budgeting seminar on Thursday, May 9th from 5:30pm-6:30pm.
 - d. Homemade Cleaners and Care, Wednesday April 27th. It will be a combination learning and make & take event.
 - e. Summer reading programmers are booked, and will largely be taken care of by performer grants.
 - i. Krista and I need to finalize the schedule, take-home literature and some logistics.