



**Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
Community Room
Monday, October 17, 2016, 6:30 pm**

Mission Statement: The Irvin L. Young Memorial Library will foster a sense of community and be a center for resources, information, and creativity for all people in the Whitewater area.

1. Call to Order by President Hartwick at 6:33 pm.

Present: Brienne Diebolt-Brown, Julie Caldwell, Chris Grady, Anne Hartwick
Richard Helmick, Cory Pepler, Jim Winship

Absent: None

Staff: Diane Jaroch, Deana Rolfsmeyer

2. Consent Agenda

- a) Approval of minutes of the September 19, 2016 regular meeting*
- b) Acknowledgment of receipt of financial reports for August 2016*
- c) Acknowledgment of receipt of financial report of special revenue fund receipts for September 2016*
- d) Approval of payment of invoices for September 2016*
- e) Acknowledgment of receipt of statistical reports for September 2016*
- f) Acknowledgment of receipt of treasurer's reports for September 2016*

MSC Winship/Grady to approve the consent agenda as presented

Ayes: Diebolt-Brown, Caldwell, Grady, Hartwick, Helmick, Pepler, Winship

Nays: None

3. Hearing of Citizen Comments

- a) No comments made

4. Old Business

- a) Library Building Expansion Project ~ Update
 1. No updates at this time from the director or the developer
 2. Hartwick will be attending the Whitewater Landmarks Commission's next meeting for an exchange of information.
 3. Discussion about the landmark designation and the developer's knowledge of it
- b) Council and Community Communications ~ Discussion
 1. No updates
- c) 2017 Budget ~ Action
 1. City Council presentation begins Oct 18, 2016.

MSC Winship/Grady to authorize the professional library staff to determine the line items to decrease by a total of \$1800, per city's request

Ayes: Diebolt-Brown, Caldwell, Grady, Hartwick, Helmick, Pepler, Winship

Nays: None

*Items denoted with an asterisk will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.



**Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
Community Room
Monday, October 17, 2016, 6:30 pm**

5. New Business

- a) Reapproval of the Recognition Policy ~ Action

MSC Helmick/Grady to re-approve the Recognition Policy

Ayes: Diebolt-Brown, Caldwell, Grady, Hartwick, Helmick, Pepler, Winship

Nays: None

6. Staff & Board Reports

- a) Director's Report

1. None

- b) Adult Services Report

1. See attached

- c) Youth Educational Services Report

1. See attached

- d) Board member reports

1. Report on "Engaged Planning: Ask What You Can Do For Your Community?" trustee webinar (Hartwick)

2. Hartwick and Helmick attended the Bridges trustee dinner in late September. Spoke to many other trustees about expansion and building projects.

7. Board member requests for future agenda items

- a) Kraege update for next month

- b) Caldwell will present the next trustee webinar in November

8. Confirmation of next meeting on November 21, 2016, 6:30 pm

9. Meeting adjourned at 7:26 pm

*Items denoted with an asterisk will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.



**Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
Community Room
Monday, October 17, 2016, 6:30 pm**

Adult Services Report for the Month of September 2016

- I attended a training session for ReferenceUSA, a business research tool available through Bridges Library System, at the Dwight Foster Public Library on September 6th. This was an informational training session that gave me a better understanding of how to help our patrons use the service for their specific business needs.
- I demonstrated how to use the Cricut and MINC machines at Technology Days held at the Franklin Public Library on September 14th.
- We had seven people participate in the Maker Monday workshop on September 19th. Students made pinwheel wreaths from patterned paper. We had some new faces at the class and several young adults.
- I completed the Discover Digital Photography class I was taking through Gale Courses. I will be signing up for the next photography class in the series.
- I attended the SEWI Adult Programming Meeting on September 26th at the Brookfield Public Library. This meeting was the first regional meeting that has been held for library staffs to gather and talk with other library colleagues about all things related to library public programs for adults. The meeting was very beneficial and the group decided that meeting twice a year at a different location would work best.
- We had a large group for the author Jerry Apps. Forty-one people attended the author presentation with a nice mix of children and adults. Jerry did a great job and had a large selection of books available for purchase.
- I proctored two exams this month.

*Items denoted with an asterisk will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.



Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
Community Room
Monday, October 17, 2016, 6:30 pm

Youth Educational Report October 2016

Early Literacy Classes

Early Literacy Classes have resumed on Tuesdays and Thursdays. There has been a turnover in participation with many children heading to 4K or starting gymnastics. There are lots of new faces in the Tuesday classes. This year we have incorporated a visual schedule and play stations in the Tuesday class.

Pokémon Club

We had five participants in September and six participants this month. A gentleman who is an official Pokémon League judge has offered to help out with the program when he can.

Block Engineering Club

Formerly LEGO Engineering Club, we had twelve participants at the September program. The theme this month was to build a game using the LEGO pieces, but most participants made whatever they fancied.

Reading with Rover

Sadly, we only had two participants at September's program. If we are unable to increase participation this month and next, I will be replacing the program.

Childcare Center

I have resumed visits to the Childcare Center for Storytimes once a month.

Delta Kappa Gamma

Last April, the Delta Kappa Gamma group provided funds for me to attend the Early Childhood Conference. On Thursday, September 22nd I attended one of their meetings to discuss the sessions I attended. In addition, we discussed collaborating on the Delta Kappa Gamma youth writing contest.

Young Adult Advisory Council

We have six active members of the Young Adult Advisory Council. At their first meeting they brainstormed ideas for potential programs and services that they wanted to sponsor this year. In addition, they voted on meeting on Tuesdays from 4:00-5:00 p.m. I have attached a copy of the meeting notes for your review.

*Items denoted with an asterisk will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.