

## Minutes

For the Jan. 28, 2019 Meeting  
of the  
Washington Public Library Board of Trustees  
6:00 PM  
Library Meeting Room

Present: Katie Dieckhaus, Katie Schonaerts, Leanne Gisburne, Claire Miller, Leon Hove, Barb Volmert, Greg Skornia – City Council

Not present: Diane Lick, Norma Brinker, Jeff Holtmeier, James Overschmidt, Patti Frick, Gretchen Pettet– City Council

President Leon Hove called the meeting to order at 6:00 pm

Pledge of Allegiance

Katie Dieckhaus made a motion to approve the agenda. Greg Skornia seconded. Motion passed.

Greg Skornia made a motion to table the November minutes. Barb Volmert seconded. Motion to table minutes passed.

### **Friends of the Library report – Claire Miller**

Trail of Tears presentation – 95 attendees. Great turn out. Bill Stewart was very interesting – they hope to do a repeat presentation. The date for this will be determined soon. Friendly are looking to replace a disc cleaner with a newer version. The new version will be automated. The Friends also bought the Library new movies.

### **Library Director Report – Claire Miller**

Claire attended Homeless in the Library Training in Joplin in November. She continues to proctor exams as needed. She has met city officials about opportunities for shelter for the homeless in Washington. Claire also is working a Tech Mini Grant for a 3D printer. The Library has received a generous donation from a patron that we can use as matching funds.

### **Program Summary (November and December)**

Though our door count was lower than last year, we were still busy in December. It's hard to compete with all of the holiday activities around town. Programs continue to be popular - Countdown to Noon and Tot Time. Efforts are being made to grow Wagging Tales. There are new people in charge so they all came to visit and new dogs are included too.

### **Budget Overview**

General Fund/City expenses totaled \$23,959.41 in December. Library Expenses totaled \$136,572.00. Library revenue totaled \$385,495.31, including \$225,000 transferred in from the General Fund. We have received most of what was budgeted in State Aid, but last year legislators approved restoring LSTA funding for libraries so we will likely receive more than \$2,000.00. Claire has spent more than budgeted for training and

seminars but that can be taken out of travel funds since she will not be attending as many conferences this year. We have also saved money on periodicals so we can spend those funds elsewhere.

### **Upcoming Programming**

Kim and Ruth have planned some fun Bicentennial programs and activities for this year too. Jumping ahead, March 15th will be a special Friday evening. We'll be over in the City Council Chambers for "A Funny Thing Happened on the Way to the Death Star". It's a puppet show and it's Star Wars

- **Library Outreach (December 2018)**
  - **Claire** - spoke to 20 students about working in libraries. They asked good questions. I continue to serve on the Bicentennial Committee.
  - **Staff**
- **Community Partnerships**
  - Franklin County Humane Society – Wagging Tales
  - Y Literacy – US Citizenship 101
  - Farm Bureau – Young Farmers series
  - Washington Senior Center
  - Petco - Amazing Animals programs
  - Washington Senior Center - computer classes
  - NaNoWriMo
  - Local Girl Scout Troop

### **Old Business**

#### **Tax Levy Committee – Claire and Katie D**

Theme and logo prepared – Love your Library. The committee has their own email and a PO Box address – PO Box 47 Washington. They are actively accepting donations. The EIN and bank account have all been set up. The committee is working on messaging and will soon arrange speaking engagements. Looking to reach out to KLPW and Missourian and other community groups. The election will be held on April 12.

There has not been a tax increase for the Library district since 1954. We want to be good stewards of the money and have operated within the means since that time. They also hope to do a presentation at the Library - - presenting the information and then another meeting a few weeks before the election.

The fundraising efforts are to cover the printing costs which can range from \$2000-\$3000. As stated previously, the goal is to keep up with what we are trying to provide to our patrons - we can't keep up as well as we did in 1954.

### **New Business**

#### **Kanopy and Niche**

These are online tools that patrons could use to check out documentaries. Hoopla is one that Scenic uses. Claire and Leon were looking into testing these tools to consider for the Library. They encountered some technical difficulties and will try again. The cost is a sliding scale based on demand. We would need to look into this further.

Claire is arranging for the staff to go through training for Homeless in the Library. Niche, an online tool, tool provides platforms for training – videos. They also have videos on active shooter situation. There may be a way that patrons can use the tool as

well for staff training. Claire will look into ways we could integrate this with our website for patron and staff use.

There have been some recent behavior issues with teenagers and homeless in the Library – a couch cushion has a burn hole, inappropriate talking, and sleeping. Claire encouraged the staff to call the Police when situations arise.

There is an open position – for Library Clerk.

No motion for a public vote on whether or not to hold a closed meeting to discuss personnel, legal and real estate matters pursuant to Section 610.021 RSMO (2000)

Katie Dieckhaus made a motion to adjourn. Barb Volmert seconded. Motion passed. Meeting adjourned at 6:48 p.m.

Next meeting Feb. 25, 2019 at 6:00 PM in Library Meeting Room