**ABBOTSFORD PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**

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**REGULAR MONTHLY MEETING: Meeting /June 21th 2023 / 5:00 PM**

**ATTENDEES:**

Jochimsen (Library Director), Board: Espino, Dukelow, Bittner, Archambo, Giffin, Suttner

Members absent: Hinrichsen

**Call to order:** 5:01 pm

**Reading of the minutes from previous meeting:** Read, Giffin moved to approve, Bittner seconded. Motion Passed.

**Public Comment**:

**Old Business**:

* Year book scanning update: Under 10 books left to scan, and then convert all books to searchable format. Director was informed by WVLS to get school district permission. The Director will write an email to the superintendent.
* Remote Programs – shuttle: The director inquired if shuttles have ever been used to transport patrons to library programs. Board is unaware of any in the past. One board member reported that a local transport company would be Progressive Travel. Director was inquiring because she had noticed that a local business out of Withee had been featured in the Our Wisconsin Magazine. She was debating if a tour scheduled for library patrons would be of interest. The library could also forgo the shuttle and just inform patron to meet at the business if a tour time could be arranged. This ideal might have to get tabled till next year. As noted in the Director’s Report. One of the library’s part time staff is retiring and the time needed for research may not be present this year.
* Clark County Library Video promotion project update. The Clark County Libraries are currently in the process of creating a promotional video, this video will be presented at the Clark County meeting on June 15th at 7:00pm. The library board is invited to attend.

**New Business**

* Hiring update
  + Add will be placed on Facebook and in the Shopper. There is one application in already and two others who have expressed interest.
* Clark County Library Video promotion project update.
  + The Clark County Library Committee went the Clark County Board meeting to request greater county funding for public libraries. A review of the library’s presentation can was covered in the paper. https://www.centralwinews.com/tribunephonograph/2023/06/27/county-libraries-request-additional-funding-2/?destination=tribune-phonograph

**Treasurer’s Report**:

* + 39% of Budget Spent

**Bank Account Balances:**

* + **May 2023:** Forward: $42,306.96, Forward Retirement: $601.94, Nicolet: $
  + **April 2023:** Forward: $42,296.18, Forward Retirement: $601.77, Nicolet: $51,442.45
  + **March** Forward: $42,285.75, Forward Retirement: $601.59, Nicolet: $ 51,476.60

**Circulation Report:**

* Total Circulation:
* **May: 1809**

Year to Date: April: 1617March: 1703 Feb. 1902 Jan: 1652 Dec: 1774 Nov: 2021Sept: 1812Aug 1,789 July: 1857June: 1807 May: 1417

* + Past Circ Monthly comparison: May 2022: 1417 2021: 1283 May 2020: 903 May 2019: 2664 May 2018: 2,161 May 2017: 2020 May 2016: ­­­2354 May 2015: 1995 May 2014: 2438
* Circulation Break-down: Books: 1042, DVD: 217, Spoken Record: 30, Large Print: 51, Magazines: 40, Other: 46

**Other Usage Report:**

* Wireless Sessions: **May: 195** April: 152 March: 149 Feb: 113 Jan: 117 Dec:128 Nov:154 Oct:205 Sept:144 Aug: 120 July: 140 June: 200 May: 88
* Overdrive E-material Checkout: **May: 138** April: 178 March: 252 Feb: 199 Jan: no data Dec:222 Nov:208 Oct:183 Sept:194 Aug: 181 July: 201 June: 164 May: 176
* Website Visits: **May: 242** April: 276 March: 296 Feb: 266 Jan: 318 Dec:318 Nov:300 Oct:755 Sept: 419 Aug: 449 July: 302 June: 269 May: 236
* Public Computer Uses in **May: 125** April: 113 March: 123 Feb: 110 Jan: 83 Dec:90 Nov:110 Oct:92 Sept:131 Aug: 137 July: 110 June: 172 May: 120
* Monthly Reference:
  + **May: 41** April: 52March: 51 Feb:47Jan:49 Dec:41 Nov:66 Oct:68 Sept: 78 Aug: 86July: 32June: 49May: 66April: 98March: 85
* Patron Count:
  + **May: 1136** April: 791March: 972 Feb:739Jan:713 Dec:618 Nov:812 Oct:716 Sept:663 Aug: 898July: 936June: 906May: 742April:829March: 737

**Policy Review:** Collection Development Policy, 3 additions made in yellow.

**Additions: Dukelow moved to approve the additions to the policy, Giffin Seconded. Motion Passed.**

* + Petitioner must have read, viewed, seen or heard the material in its entirety.
  + An item will only be considered for removal only once in a two-year period.
  + The board will only review one item for reconsideration at a time.

**WVLS Report:**

**Director Report**

* Summer Reading: Overview
  + 56 kids signed up for the program, about 35 actively participating currently.
  + Ten teams signed-up for the adult puzzle competition
  + About 20 kids at the magic show.
  + Comedy show tonight, Petting Zoo on the 28th.
* Summer School- Fridays in July- 4k and Kindergarten class walks to the library for craft and story.
  + Bitter’s class will be about 21 students.
* Last Month Program Count:
  + **May**: Monthly Program total: 10 programs, 460 attendance (School Visit)
* Future/Current Programs Overview: (see newsletter)
  + Dukelow mentioned for a future event asking Andrew Venkze – Bee keeping.

**Staffing/Operating Issues**:

Staffing covered in new business

**Next meeting:**

Wed. July 19th at 5:00pm

**Adjourn**

**Adjourn:** 5:40pm



