

Minutes
Monona Public Library Board
Board Room
January 21, 2020, 7:00 p.m.

I. Roll Call

Library Board Trustees Present: Sue Carr, President; Todd Stebbins, Vice President; Jennifer Kuhr, Alderperson; Jennifer Fonner, School Board Representative
Roselyn Ebel, Secretary; Erinn Monroe-Nye, and Mary Anderson, Community Representatives

Library Board Trustees Absent: None

Library Staff Present: Ryan Claringbole, Director

II. Call to Order

President Carr called the meeting to order at 7:03 p.m.

III. Approval of Minutes

Vice President Stebbins motioned to approve Minutes dated December 17, 2019.
Trustee Anderson seconded. Motion passed.

IV. Appearances

None

V. Consent Agenda

- a. Alderperson Kuhr motioned to approve Bill Payments, Financial Report, and Activity Report dated December 2019. Trustee Fonner seconded. Motion passed.

VI. Library Director's Report

- A. Administrative report mid-December through Mid-January.

Director Claringbole shared about the experience with a recent patron incident. The Board discussed some safety measures currently in place at the library for high-stress situations.

Director Claringbole shared that staff are doing their best to work with the new ILS system, using workarounds to get around the many existing bugs. New self-check machines should be installed in late spring.

The Board discussed the possibility of adding an Everbright interactive wall, including possible placement, pros and cons, and maintenance/upkeep. Director Claringbole will continue to gather more information to help determine if it would be a good fit for the MPL.

The Board were excited to hear about how well the Winter Now Summer Later program went—over 600 people attended! The Library plans to do this event again next year and are discussing possible improvements to make.

VII. Board Discussion Topics

- A. Book, movie, and show recommendations.
The Board shared their current recommendations.

- B. Review of and update on the Strategic Plan
Director Claringbole shared his project management document to help organize all the implementation activities and is getting ready to talk to staff about it.

- C. Update on Coffee and Donuts with Director
Facebook video was marketing, and WVMO is running an ad. Facebook will have a couple more notices as well. It's also on the calendar. Director Claringbole will make a one pager overview of the strategic plan and also will share the 2019 outcomes document.

- D. Use of a collection agency
The Board discussed pros and cons of continuing to use a collection agency for fees. The Board requested additional data regarding the topic such as how much is recovered before making any recommendations.

- E. Calendar for 2020
Director Claringbole shared proposed dates for holiday closings in 2020. The Board discussed what days to close.

- F. Bonuses
Director Claringbole has shared his recommendations for bonuses to the City. Director Claringbole is waiting to hear back from the City on what will be approved.

- G. Monies spent/available for Library Projects
Topic was tabled until next meeting.

VIII. Board Votes

- A. Calendar for 2020. President Carr motioned and Trustee Monroe-Nye seconded to approve holiday closings for 2020 as Memorial Day, 4th of July, Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Eve, Christmas Eve, New Year's Eve (early), New Year's Day. The Library will be open on Easter Sunday this year on a trial basis. The Board would like to assess the library's traffic on Easter Sunday in 2020, to see if we should continue to be open this day in coming years.

IX. Announcements

Next Library Board meeting is Tuesday, February 18 at 7:00 p.m.

Loud in the Library is January 25, 2020.
Coffee and Donuts is January 25.

X. Adjournment

Aldersperson Kuhr motioned to adjourn the meeting. Trustee Fonner seconded. Vice President Stebbins adjourned the meeting at 9:16 p.m.

Minutes recorded by Roselyn Ebel
Approved February 18, 2020