



beloit public library

Beloit Public Library Board of Trustees

Wednesday, March 15, 2017

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – President Samantha Johnson called the meeting to order at 4:04 PM. Members present: Samantha Johnson, John Watrous, Martin Densch, Sandra Kincaid, David Sowl, Maribeth Miller, and Angela Moore (4:14). Members Absent: Sandra Kinciad and Shelly Cronin. Also present: Library Director Nick Dimassis, and Library Business Manager, Jennifer Laatz.
2. Approval of the consent agenda – John Watrous moved to approve the consent agenda including the February 15, 2017 Personnel Committee minutes, and the February 15, 2017 Library Board minutes. Martin Densch seconded the motion. **Motion Carried (6-0).**
3. Public comment – None
4. Library Director Report – Nick Dimassis prepared a written Library Director’s Report detailing most of the report. Following are additional comments:
 - Blender Café Update – Things are going along really well, no surprises. At the current time, construction is ahead of schedule. Col. Robert Morse organization donated \$10K. We continue to work on the donor wall. The Noon Lions are refinishing the furniture that was donated from Starbucks. Looks great. From beginning to end – this is a community project.
 - Stateline Literacy Council. Classes started 2/20/17. M-R – 50 students. United Way just approved for us to make a full request for out of cycle funds for 2017. This fall we will apply for regular cycle funding for 2018. Classrooms currently in the shelled out. Long term plan is to have 2 meeting rooms just to the right of the Riverside Room (size of board room). We received an estimate for this work at \$60-65K.
 - Best Beloit Model – Currently, we have a long circulation desk, a reference desk, and a youth desk. We are starting to look at possible service model changes and possible physical changes along with that. Project team met on 3/13/17. First big meeting for the kickoff with staff is Friday, March 17, 2017. Library Board is invited for the morning. Especially the time of 8:30 – 9:15. Nick will welcome and then turn over the program to the project team (6 individuals from the various library departments). Customer surveys and library visits will be a part of this project over the next 4 months.
 - Management Level Staffing – Tina Kakuske is leaving for a directorship for a county system in Door County. She has been excellent at programming and partnerships at the teen and adult level. Michael DeVries will be moving into Adult Services. Technical

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Services and Circulation Services will be combined and will be under Roger Dutcher. Best Beloit Model will play a significant role in the re-working of job descriptions library wide. These 2 things are inter-related.

- The Reel Deal – Last November 12th, we held a partnership event between BIFF and Library Board Foundation. The Foundation is doing a special event this year for the Blender so will not be partnering again this year. FABL has agreed to sponsor the liquor license and everything that goes with that. Volunteer opportunities will be open to everyone.

5. Reports –

- a. Foundation – David Sowl reported that the board had a lengthy discussion regarding BIFF venture. The Foundation has a couple of possible events for 2017 and would like to retain second liquor license for an event later in the year. One possible event is a donor event honoring the Wisconsin Supper Club tradition. The Finance Committee has scheduled a meeting to brainstorm possible changes to the management of the Foundation funds. BMO Harris has been the manager in the past. Management fees are a factor in the decision to discuss changes. Dennis Hildebrandt presented the 2016 audit report with very little change over the past year other than the fundraising for the Blender Café. Next meeting is May 10, 2017.
- b. FABL – Nick approached FABL regarding the sponsorship of the Reel Deal event with the liquor license, bartenders, insurance, and the purchase of wine and beer. The group continues to hold Super Saturday Sales on the second Saturday of the month. The last sale brought in \$300. Next meeting is the Annual Meeting on May 16, 2017.
- c. Arrowhead Library System (ALS) – Maribeth Miller reported that the ILS demos were conducted and the Library Director’s are recommending to contract with SHARE system with Lakeshores. The recommendation will be presented at the next ALS Board meeting for approval. The final 5 applicants for the Communications and PR position will be interviewed this week. The Milton Public Library remodel is complete with a new MakerSpace area and Children’s area. The Wisconsin Library Trustee and Friends group is in contact with 2 filmmakers from California. They are working on a short five minute film on Wisconsin libraries that boards can take to council and/or other funders to advocate on behalf of libraries. Discussion regarding cross-county billing best practices are happening around the state. The only effect on ALS would be the need to put expiration dates on library cards.
- d. Budget Committee – No report.
- e. Strategic Plan Committee – No report.
- f. Personnel Committee – No report.

6. Action Items:

- a. Monthly financial report and approval of Library bills – The board inquired about the Blender expenses. The Blender has a separate budget that will allow for review and sustainability of the Café separate from the Library. The construction costs are paid through City Engineering using CIP dollars. Martin Densch moved to approve the payment of the

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bills for the March 14, 2017 warrants for a total of \$35,758.04 and the monthly recurring expenses for \$132,205.07. Sandra Kincaid seconded the motion. **Motion Carried (7-0).**

7. Trustee Comments – Thank you to Angela Moore and YWCA as Crusita Barrios is providing outreach services to the Latino population at the Library. The board questioned the customer comment regarding hold items being removed from the hold shelf. There may be a number of reasons for the removal; items remain on the hold shelf for 7 days and then are removed if not checked out, or that may have been stolen. This is a cost of supported self-service. We are not hearing of issues in any amount of volume to be concerned at this time.

8. Motion to adjourn – David Sowl moved to adjourn the meeting. Sandra Kincaid seconded the motion. Meeting adjourned at 5:04 PM.

Next meeting: Wednesday, April 19, 2017

Submitted by:
Jennifer J. Laatz,
Business Manager

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