



beloit public library

Beloit Public Library Board of Trustees

Wednesday, July 19, 2017

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – President Samantha Johnson called the meeting to order at 4:02 PM. Members present: Samantha Johnson, John Watrous, Martin Densch, Maribeth Miller, David Sowl, Angela Moore (4:08), and Clinton Anderson (4:15). Members Absent: Diane Lichtenstein and Shelly Cronin. Also present: Library Director Nick Dimassis, and Library Business Manager, Jennifer Laatz.
2. Approval of the June 21, 2017 Library Board minutes – David Sowl moved to approve the minutes as presented. Martin Densch seconded the motion. **Motion Carried (5-0).**
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 is open and going very very well. We are in the soft opening, have had some tastings, and now stabilizing. We continue to encourage managers to look at staffing levels. Pull back some now and ramp back up after the grand opening. We continue to receive very positive comments. We made some final adjustments to the menu after listening to feedback. We are now pushing the marketing.
 - Grand opening will be September 12th. Noon lunch hour, samples in the lobby or children’s area and then encouraging guests to move into the Blender.
 - In process still with the soda and other beverages located in the merchandiser. Smaller bottles will be nice for parents with children.
 - Inquired about the smells at the entrance of the library and if ventilation is working properly? Yes, we are in compliance and all is working as it should.
 - Tip jar will be going into an educational fund. Still working on how this will work out.
 - The Outreach and Communications Coordinator position will be posted soon.
 - Save the Date for the Reel Deal on October 14. This is a partnership between BPL and BIFF. It is being held at the Library at 7:00 pm.
 - Submitted 3 proposals for presentation at Wisconsin Library Association Conference in October and all 3 proposals were accepted. One is on the work being done at the state level with the state budget, one is on the Blender, and the last one is on the partnership with Stateline Literacy Council.

5. Welcome Clinton Anderson – Clinton has been appointed to the Library Board as a City Council representative. He is currently going to school and will be graduating in the Spring.

6. Reports –
 - a. Foundation – The Foundation did not have a quorum, therefore no report. Next meeting is August 9, 2017.
 - b. FABL – No report. Next meeting is September 13, 2017.
 - c. Arrowhead Library System (ALS) – Maribeth Miller reported that the August 21 – 25 is Trustee Training week. There is a webinar at noon each day of the week. Jennifer Laatz reported that the Library will register and have available for viewing each day in the Board Room for those interested, otherwise trustees can register on their own. Jennifer will send the link. The ALS board has a new member Adam Dennis. He is the Hedberg Public Library representative to the ALS board. The ILS migration continues to move forward with training modules available and test data coming soon. The migration is on schedule to take place in January 2018. County funding is expected to increase even though circulation has gone down. The board approved a 2% wage increase for ALS staff, director, and delivery drivers.
 - d. Budget Committee – No report.
 - e. Strategic Plan Committee – No report.
 - f. Personnel Committee – No report.

7. Action Items:
 - a. Election of Library Board Officers - Maribeth Miller nominated Diane Lichtenstein as Vice President, David Sowl seconded. John Watrous nominated Samantha Johnson as President, Maribeth Miller seconded. David Sowl moved to accept the slate of officers. Martin Densch seconded the motion. **Motion Carried (7-0).** 2017/2018 Officers are Samantha Johnson, President and Diane Lichtenstein, Vice President.
 - b. Committee Assignments – Maribeth Miller moved to approve the following committee assignments. John Watrous seconded the motion. **Motion Carried (7-0).**
 1. Foundation – Samantha Johnson, David Sowl, and Diane Lichtenstein
 2. FABL – John Watrous
 3. Personnel – Samantha Johnson, Diane Lichtenstein, Martin Densch, and David Sowl
 4. Arrowhead Library System – Maribeth Miller
 5. Budget – Samantha Johnson, Shelly Cronin, Angela Moore, Martin Densch, and Clinton Anderson.
 6. Strategic Plan – Angela Moore, Maribeth Miller, Diane Lichtenstein, and John Watrous
 - c. Monthly financial report and approval of Library bills – Martin Densch moved to approve the payment of the bills on the July 18, 2017 library warrant in the amount of \$40,251.82 and the café warrant in the amount of \$29,589.67 and the recurring expenses of \$180,226.40 for the Library and \$12,765.16 for the Blender. David Sowl seconded the motion. **Motion Carried (7-0).**

Trustee Comments –

- Angela Moore requested income information for the Blender as well as the expenditure every month.
8. Motion to adjourn – David Sowl moved to adjourn the meeting. Martin Densch seconded the motion. Meeting adjourned at 4:38 PM.

Next meeting: Wednesday, August 16, 2017

Submitted by:
Jennifer Laatz
Business Manager