

NEILLSVILLE PUBLIC LIBRARY BOARD MEETING
Neillsville Public Library
409 Hewett Street
Neillsville, WI 54456
TUESDAY, January 23, 2024
9:00 a.m.

AGENDA

Call to Order at 9:00 am by Graeme Williams

Roll Call: Present Graeme Williams, Bill Neville, Peggy Buchda, John Gaier, Maggie Gelhaus. Absent: Logan Grap, Mary Sladich. Others in attendance: Janay Ziebell, Kathy Wegner.

Report on Notice of Meeting: Posted.

Minutes of November 2023 meeting: Motion to file by Neville, 2nd Gaier. All aye.

Library Director Report: See attached report.

Children's Librarian Report: See attached report.

-OLD BUSINESS

LED lighting project: Completed – see report from Director.

Exterior painting quotes – motion Gelhaus to accept estimate from Steve Travis, 2nd Buchda. All aye.

-NEW BUSINESS

-Discussion/Action on filing Directors Performance review by Personnel Committee completed on 01/9/2024: Agreed.

-Discussion/Action on K9 therapy dog testing and Paws to Read program: Item tabled until all insurance concerns addressed.

-Discussion/Action on having a February meeting to file annual report: Agreed that the Board will give retroactive approval at March 2024 meeting.

-BILLS AND VOUCHERS: Motion to file Neville, 2nd Gaier. All aye.

-BALANCES AND ACCOUNTS

- LIBRARY COMMUNITY EVENTS

New Story Hour schedule for Winter/Spring

January –Hot Cocoa Bar for Nat'l Hot Chocolate Day

February: Hearts and Crafts event, Library Lovers Month Bingo, Paws to Read making puppy grams, Poetry contest, Snowless Snowman

-NEXT LIBRARY BOARD MEETING: March 19, 2024 at 9:00 am.

-COMMUNICATIONS: Recognition and appreciation from Dr. Jill Underly, Wisconsin State Superintendent of Public Instruction; State Representative Donna Rozar, 69th Assembly District; and Barb Petkovsek, 3rd Ward Alderperson, City of Neillsville.

-ADJOURNMENT: Motion to adjourn at 9:55 am by Gaier, 2nd Buchda. All aye.

Director's Report January 2024

Story book trail: We have had our first snowfall on the trail posts! So far as I can see right now the posts are completely snow covered and the trail is not groomed. After the warmer weather comes back, I will make a trip up to the park and check out the posts and how they are doing. I am not getting many takers on the QR code to track numbers and get feedback. I am thinking about a better way to get those numbers. Next book will likely go in February or March with a spring theme!

LED Lighting Project: Handt Electric has finished the LED Lighting project. I have emails out to Focus On Energy and Xcel energy to see our next steps in the incentive pieces. The focus on energy incentive quote and estimated savings is as follows: annual energy cost savings is \$691. They also quoted a project cost of \$5390 with a lighting incentive of \$1386 PLUS Xcel Energy would have a 75% bonus rebate of the total focus on energy rebate amount.

Exterior Painting project: I have a quote from Steve Travis (the same contractor Regan uses with the city of Neillsville projects) and his quote for the painting of the chipping areas and concrete trim around the windows as well as power washing all the trim and fix joints by the windows is in. The quoted price includes all paint and labor. Another contractor came and looked at the project but I have not received a quote as of yet from Steve Krause.

New Printer and new printing capabilities coming: our Foundation purchased us a new printer for the library. It is very similar to our old printer but it has all touch screen commands. We are slowly learning and getting used to how the settings work. We continue to provide printing, faxing, copying for the public. The cost is set at \$0.25 per page (per side) as it's been in the past. Bauerenfeind is our printer vendor and they provide good repair service as well as toners and help keep tabs on when our toners and color inks are low. On January 31st, I have a consult with a company named Princh for providing wireless printing and copying for the patrons that come in with their own device and would like to print. Princh will set us up so that we have to release the jobs from one of our desk computers and this will ensure nobody is printing from the parking lot all weekend and not paying for the copies!! I am excited about this new capability and how we can serve people more efficiently. Currently we probably see a dozen people in each week that ask for this service!

UPCOMING PROGRAMS:

Celebrate National Hot Chocolate Day: January 29th--come to the library for a Hot Cocoa Bar and browse or read

PAWS TO READ K9 PROGRAM: I am looking at hosting the final testing site for therapy dog training and along with this we will implement Paws to Read program. A committee consisting of 4 individuals has been formed through Mandy Krejci and myself. We have met a couple of times to set the policy in place. We are currently only allowing dogs that have passed the Canin Good Citizenship, Certified Therapy Dogs and Service Dogs for this program. The dog/master teams will be set up to do their last test for therapy dog training here in the basement of the library (entering and departing from the back door). These teams have to apply for this testing through the applications and policies set by the committee. (To ensure it's not just anyone off the street bringing in their dogs to have kids read). After the teams have

been deemed ready, we will be inviting individuals to come in and read or do a project with the dog. At all times the dog will be accompanied by his/her master as well as Mandy Krejci the leader of the testing program and this will be held only in the basement at the library as a private program. Insurance waivers will be signed by both the dog master and the participant /parent/guardian of the reading program. Currently we have 3 sets of dog/master teams that will be testing on January 31st in the basement. There is a plan for valentine event in which kids and adults can come to the library and make a "Puppy-gram valentine" with the dogs that have tested ready to be a therapy/service dog. Once the committee moves a team to the roster then we will allow children to read to the dogs in our basement and it is one dog only sessions. The kids may interact at the end if they have signed a waiver.

February is Library Lover's Month and we have a few programs planned!

1--Library Lover's BINGO

2--Writing Winter Poetry contest

3--Hearts and Crafts—making valentines to be delivered to the two assisted living sites here in Neillsville

4—Snowless Snowman contest again with Winter Carnival

Professional Development:

February 5th-6th WVLS Librarians take a bus from Wausau to Madison for Library Legislation Day. We meet with our legislators to show appreciation for their support of libraries around the state

WAPL (Wisconsin Association of Public Libraries) conference in Stevens Point May 1-3, 2024

Children's Librarian Report January 2024

Story hour started on January 12 because of the cold weather we had a very small group. There will be story hour every other week until the first week in May. The last story hour in December we had over 20 children. Because the weather was nice children from St. John's came for story hour. The children had fun making noise makers and crowns for New Year's Eve.

I have been busy doing some weeding. Need to make room for new books but is hard to get rid of the old books especially if they are still in good shape.

I started working on the summer reading program. Plan on having most of our performers in the afternoon this year. Last year a couple of the daycares brought the children for our programs. It gives them, something to do and it gets the children to the library.