

**Appleton Public Library
Board of Trustees Minutes**

4:30 PM March 11, 2008
Library Board Room

I. Call to order

President Bergen called the meeting to order at 4:32 p.m.

II. Roll call

Present: Bergen, Bergman, Bloedow, deYoung, Ducklow, Dunlap, Moua, Nelson, Willems

Excused: Brown

Others Present: City Attorney Behrens, Dawson, Kenney, Lenz, Shriver, Ward, Wiczorek

III. Approval of minutes from last meeting

Bergman moved and deYoung seconded approval of the February 12, 2008 meeting minutes. The motion passed. (8-0) `

Bloedow moved approval of the minutes of the February 18, 2008 special meeting; Bergman seconded. The motion passed. (8-0)

IV. Appearances, Public Participation & Communications

“Community Read” t-shirts were distributed to Library Board trustees.

V. Action Items

a) Approval of Bill Register

Bergman moved to approve the February 2008 Bill Register; seconded by Bloedow. The motion passed. (8-0)

Bergman asked why the Reference Equipment Repair budget line was 71% spent so early in the year. Wiczorek replied it was due to the service contract fees for the microfilm reader-printers. Board members asked about the Toward Community membership fee. Dawson noted that the Library was one of many organizational members of Toward Community and also contributed to sponsorship of the annual Martin Luther King service.

b) Annual Report

Moua moved to approve the 2007 Annual Report; seconded by Bloedow. The motion passed. (8-0)

The 2007 Annual Report was reviewed. Bergman asked if the state does an audit and Dawson replied that he was unaware of any formal accounting audit but that the state does review the numbers. The OWLS Library System verifies the information on the report and is charged with insuring compliance with state library statutes.

Moua asked about Section XIII Special needs Library Services questions #4 - #7. Why are the Hispanic community needs being reviewed and not other cultural community needs? Dawson said the questions in the report change from year to year as the state reviews various concerns; he did not have an explanation as to why the state chose to focus on the Hispanic community in the 2007 report.

VI. Information Items

a) Building & Equipment Committee Report

Bloedow reported on the Building & Equipment Committee meeting which took place earlier in the day with Durrant the building study consultant and Bill Wilson and Ethel Himmel. Board members reviewed minutes from the meeting and discussed the study timeline.

Staff will work with Himmel and Wilson to determine focus groups and interviews, schedule meetings and contact participants within the next couple of weeks. The mail and web surveys will be ready by the end of the month.

Gregg Baum of Durrant will send weekly emails to committee members and staff to help us stay on task with the project.

b) City Policies

Dawson noted administrative language changes in the Attendance Policy and Risk Management Policy.

c) Director's Report

i. Hmong Resource Center: The Library is proceeding with the development of the Hmong Resource Center. Materials are beginning to fill up the shelves in the area. Dawson thanked Moua who had donated a framed Hmong needlework story cloth.

ii. Project Play: Dawson updated the trustees on Project Play, a free, online, self-discovery program that encourages learning through exploration of Web 2.0 tools and new technologies. The Project is a collaboration of South Central Library System, Outagamie Waupaca Library System, and Winnefox Library System in Wisconsin. Every week there is a new activity and assignment for participants. Dawson showed a few blogs and the simpsonizeme.com activity was a big hit!

iii. Fox Cities Book Festival / Community Read: Kenney presented a draft of the brochure for the Fox Cities Book Festival. Kenny said the event has grown from a 3 day event to a 5 day event. More information about the festival should be available on the book festival website by the end of the week. Author Alice Hoffman will speak at the Appleton Public Library on April 17, 2008 and a reception for her is being planned prior to her presentation.

d) Monthly Statistics – February 2008

Dawson reviewed February 2008 statistics. Circulation is up 9% from last year, holds is up 23%. The most notable increase was in Young Adult Programs which had an increase of 1044%! This is due to the attendance at the new Gaming Nights programs.

Trustees discussed gaming at the library with strong contributions by teen Board member Ryan Nelson, on the value of gaming to bring young adults to the library. Beyond the promotional aspect, games can be learning tools and group gaming promotes socialization. We started this a couple months ago by borrowing gaming systems bought by OWLS. Now Paula, our YA Librarian, has applied to our Foundation to purchase our own gaming systems. Not only are young adults participating in the gaming fun, but next week we will have a group of Hmong elders for Wii bowling.

VII. Adjournment

Bloedow moved to adjourn; seconded by Bergman. The meeting adjourned at 5:32 p.m.