

Owen Public Library
414 Central Ave.
Box 130
Owen, WI 54460



Library Board Meeting
August 17, 2016 5:00pm

- I. Call to Order
 - A. Minutes of the previous meeting
 - B. Financial Report
- II. Business
 - A. Circulation numbers
 - B. Preliminary look at 2017 Budget
 - C. Carpet Cleaning - Saturday, August 20 - \$600.
- III. Closing
 - D. Concerns and Comments
 - E. Next meeting date
 - F. Adjournment

Minutes of June 8 meeting

The Owen Public Library board met on June 8, 2016 with Tom Nelson, Nancy Garrett, Mike Ojanpera, Jan Stommes, Jeffer Scheuer, Roxanna Reitz and Lorelee Petersen at 5 PM. The meeting was called to order by VP Jan. The minutes of the April 13th meeting were read and approved with a motion by Tom, seconded by Nancy; approved.

Next on the agenda was the financial report. After some discussion due to discrepancies under the telephone and internet line and the maintenance account that Lorelee will investigate, the financial report was approved with a motion by OJ, seconded by Jeffer.

The director's report was then given. Owen's circs have dropped by nearly 28%, while the eBook circs have risen. Lorelee has been brainstorming as to some ways to increase the circs. It is hoped that the eBook circs will soon be counted: Lorelee will bring this up at tomorrow's V-Cat meeting. Lorelee has installed the digitization software on her computer, but needs to find time to work on the project. The project is on hold on the WVLS end. More people on our end have to be trained as well. The summer reading program will be starting on Monday. In conjunction with the summer school program, Randy Peterson will be the kick-off entertainer and will be presenting in the elementary gym. The Welcome Baby kits are ready to hand out. The magnets were a big success.

The fax machine may soon need to be replaced due to the ink cartridges being discontinued. It has other problems as well. Tom said he has one that we could have.

Election of officers was next on the list. Jeffer made a motion that all officers remain the same. Tom seconded the motion; it was approved.

The carpet needs to be cleaned. Loralee will search out a company and get an estimate. Some dead shrubbery needs to be removed. Loralee suggested that some kids do weeding to pay off their library fines. She will also get the planter out in front planted with some lovely blooms. Some new shelves are needed for storage for DVDs. Loralee will look for someone to build them.

Under concerns and comments, OJ reported that he was asked if we were ever going to get a 3-D printer. The matter was discussed and it was decided that such an item would not be beneficial for our library at this time.

The next meeting will be held Wednesday, August 17th at 5 PM.

The meeting was adjourned at 5:45 with a motion by Roxana, seconded by Tom.

Director's Report

- Summer Reading - The summer reading program wrapped up with Kordelia Geiger as our prize winner.
- Back to school - I have been talking with English Teacher Ashley Lang about working with her junior high classes to encourage reading. We are thinking about doing a "Battle of the Books" trivia contest.
- September is National Library Card Month
- Return of storytime - I am ordering storytime schedule cards from Vistaprint.
- Book Signing with Karen Horan - Former Owen-Withee resident and retired art professor of U-W Eau Claire, Karen Horan has compiled a book of photos and information about Wisconsin's old barns. I propose that we get a table at the December craft fair held at the high school so that the library can sponsor a book signing for Karen. And get some publicity for ourselves.
- I have added a new laptop to our library technology. I got it to review for Amazon and felt it would be a good addition to the library.
- We are getting a new, temporary full time volunteer through the Transition2Work program. This program allows employees with temporary health limitations to continue working and getting a paycheck. Participating businesses donate their employees time while they are recovering from illness or injury.

2017 Proposed Budget**Revenue**

Source	2015	2016	2017	Notes
Clark County/Taylor County	40,360.32	41,761.00	42,692.00	Taylor \$3,890.25; Clark \$38,802.22
Fines and Fees	1,000.00	1,000.00	1,000.00	
Donation (Longwood Township)	100.00	100.00	100.00	
Subtotal:	41,460.32	42,861.00	43,792.00	
City of Owen	38,265.93	37,000.00	37,301.00	
Total	79,726.25	79,861.00	81, 093.00	
Building Maintenance Fund		\$938.00		Building concerns - Furnace Roof Carpet cleaning

Expenses

Items	Budgeted 2015	% used as of 09/09/15	Budgeted 2016	% used 7/20/16	Budgeted 2017
Employees (wages + taxes, etc.)	\$48,376.25	74	47,000	53	47,313.00
Supplies/Equipment	950.00	30	1,336.00	55	1,330.00
Electric	2,500.00	50	2,500.00	53	2,500.00
Fuel	1,200.00	58	1,200.00	38	1,400.00
Water/Sewer	800.00	41	800.00	43	800.00
Telephone	400.00	70	425.00	119	1,000.00
Library bldg Maint. - supplies	500.00	0	500.00	0	500.00
Building Maint. - salary	500.000	4	500.00	10	500.00
Custodial (Total Building Maint.)	1,000.00	0	0.00	0	0
Public Relations	700.00	147	500.00	62	500.00
Library Board Meeting Pay	400.00	83	500.00	80	500.00
Schools/meetings/milage	400.00	14	1,000.00	1	500.00
Books	9,500.00	46	9,500.00	48	9,500.00
Periodicals	1,500.00	48	1,500.00	48	1,200.00
A.V. Materials	4,500.00	50	4,500.00	50	5,000.00
Automation (V-Cat)	6,600.00	82	6,600.00	90	7,000.00
Overdrive	400.00	101	500.00	75	550.00
Building Fund			1,000.00		1,000.00
Total			79,861.00		81,093.00