

Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, June 11, 2012, 6:30 pm

Present: Sharon Knight, Donna Nosek, Rose Mary Leaver, Vicki Santacroce, Julie Caldwell
Absent: Richard Helmick, Jim Winship

Administrative Staff Present: Stacey Lunsford, Diane Jaroch, Cathy Bloom

1. President Nosek called the meeting to order at 6:35 p.m.
2. The consent agenda was approved as presented. MSC Leaver/Caldwell Ayes: Knight, Nosek, Leaver, Santacroce, Caldwell. Noes: None.
3. The circulation, service, and Mango statistics reports for May 2012 were acknowledged and accepted. MSC Knight/Leaver Ayes: Knight, Nosek, Leaver, Santacroce, Caldwell. Noes: None.
4. The treasurer's report for May 2012 was accepted as presented. MSC Caldwell/Leaver Ayes: Knight, Nosek, Leaver, Santacroce, Caldwell. Noes: None.
5. Citizen input regarding matters not on agenda; Thank you note was read from the library staff showing their sentiments for the breakfast and treats the Board provided during National Library Week.
6. OLD BUSINESS
 - a) Library Building Expansion Project ~ Waiting for answer from Anders.
 - b) Needs assessment revision ~ Waiting for further information from Anders.
 - c) Council and Community Communications ~ Nothing new to present until we have further answers and information to take forward.
7. NEW BUSINESS
 - a) Strategic Planning ~ Discussed the need to update strategic plan and rational why it is needed.
8. SUGGESTION BOX: None.

DIRECTOR'S REPORT (As submitted by Stacey Lunsford)

 - a) New Library Website -- Due to some unforeseen family situations, we have not been able to schedule some time for the three administrative staff to move forward on the website. We have a meeting planned to start this on Monday, June 11.
 - b) Rental -- City staff members were at 424 Forest Ave on last Thursday cleaning out unwanted items that were left by the family.
 - c) Library Assistant -- We have made a conditional offer of employment to one of the applicants that we interviewed for the vacant Library Assistant position. We are awaiting the police background check results before we schedule training.
 - d) Continuing Ed. -- I have completed the Creating a Vibrant Facebook Page class and the Elements of Technology Management class. Both classes underscored for me the need to do a strategic plan for the library.
9. ADULT SERVICES REPORT (As submitted by Diane Jaroch)
 - a) **May 16 ~ Bill Jameson Presents :** Dollar-A-Day Boys (29 in attendance)

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- b) **May 23 ~ Crime Club Book Discussion.** The book discussed was *Faceless Killers* by Henning Mankell. The discussion was led by Cathy Bloom. (18 in attendance)
- c) Have 42 people signed up for adult reading program already. Sign up just started on June 7.

10. YOUTH SERVICES REPORT (As submitted by Cathy Bloom)

a) **May Activities**

We had a final meeting for Lego Club and the Children's Book Club until September. All went well. On May 9, the homeschooling group and I went on a field trip to the Discovery Center in Milwaukee, WI. The parents were very pleased with the trip and expressed interest in a fall field trip.

b) **Summer Reading Program 2012**

Preparation for the Summer Reading Program is under way. I'm very happy with our summer assistant, Aszya Summers as she is an excellent addition to our summer reading program. Dream Big Read is the theme for preschoolers through children entering 4th grade this coming fall. Here's a very brief agenda for this year's program:

1. The Reading Program – For every completed reading log, children will receive a small incentive prize and a ticket to enter the grand prize drawing.
 2. Storytime is for children ages 1 to 5 years old. There are 3 Storytimes each week.
 3. Tuesdays @ Two is geared for children in grades 1st through 4th this coming fall. Every week there are theme-related activities, games, crafts, and snacks.
 4. Weekly performers are geared for children of all ages.
 5. Library Sleepover is for any children who are entering 3rd or 4th grade this coming fall and have completed 3 reading records. This is one of our best PR programs.
 6. Our final program is The Spoon Man followed by an ice cream social. This event is for everyone.
- c) **Own the Night** is the theme for the Young Adult's Summer Reading Program and is geared for any children entering 5th grade or higher this coming fall. Activities include:
1. The Reading Program which is similar to the children's program.
 2. There are 4 special programs for the YAs.
 3. Volunteers are always appreciated, and we have a great group of YAs who volunteer for the various children's programs.
 4. Battle of the Books is for any children who are entering 6th grade or higher this coming fall. Our local competition will be held on Tuesday, July 31. The winning team will then compete at the System Tournament which will be held on Wednesday, August 8.

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As always, I'm very excited about this year's summer reading program. A special thanks to Vicki for putting together a power point presentation for the schools.

d) Book It 5k Race and Family Fun Run/Walk (May 11, 2013)

We had a meeting on June 5, and the race is beginning to take shape. Plans are to first have the 5k race. Then it will be followed by the Family Fun run/walk. We will allow enough time for most runners to finish in case they (the 5k runners) want to run/walk with their families. The bookworm and I will lead the family run/walk. To promote this event, the library will be in the 4th of July parade this year. We are thinking of having a float promoting the summer reading program. In addition, we will have kids carrying the children's and the young adult banners. There will also be runners to hand out fliers about the upcoming race. The bookworm and I will also walk in the parade.

11. Board member reports: None.
12. Board member requests for future agenda items: Strategic Plan.
13. Confirmation of next meeting on July 9, 2012, 6:30 pm Motion to cancel August 13, meeting. MSC Leaver/Caldwell Ayes: Knight, Nosek, Leaver, Santacroce, Caldwell. Noes: None.
14. Moved to adjourn at 7:20 p.m. MSC Leaver/Knight Ayes: Knight, Nosek, Leaver, Santacroce, Caldwell. Noes: None.

* Items denoted with asterisks will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Minutes submitted by Vicki Santacroce, Board of Trustees Secretary

Vicki Santacroce