

**Altoona Library Board Meeting Agenda**  
**Wednesday, August 28, 2019**  
**9:00 a.m. in the Altoona Library**

1. Call Meeting to Order
2. Roll call for Library Board
3. Election of Officers
4. Approval of June, 2019 Minutes
5. Public Comments
6. President's report
7. Approval of June and July, 2019 expenses and financials
8. Librarian's report
  - a. June and July, 2019 circulation (AL)
  - b. June and July, 2019 IFLS circulation
  - c. June and July, 2019 programming and Youth Services updates
9. Schedule next meeting & items for the agenda
10. Adjourn

Future Reference:

Sept: Library Director Evaluation

November: Long range goal review

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Library Director at 839-5029 with as much advance notice as possible.

## Altoona Library Board Minutes

Wednesday, June 19, 2019 9:00 a.m.

**Roll Call:** Meeting called to order at 9:05 a.m. Board members present: Liz Kaetterhenry, Brenda Schlafer, Sheila Presler, Sharon Hanks, Deb Swan, and Sue Rowe. Also present was Library Director Alyson Jones. Elizabeth Snyder was excused.

**Approval of Minutes:** Motion made by Presler to approve minutes of the May 15, 2019 meeting, 2<sup>nd</sup> by Kaetterhenry. **Motion carried.**

**Public Comments:** None.

**President's Report:** None.

**Approval of Expenses:** Motion made by Swan to approve the May, 2019 expenses and financials, 2<sup>nd</sup> by Schlafer. Hanks-yes; Swan-yes; Presler-yes; Kaetterhenry-yes; Rowe-yes; Schlafer-yes. **Motion carried.**

### **Librarian's Report:**

**Fine-free rollout:** The fine free rollout has gone smoothly. Alyson was able to get the word out on both WEAU and WQOW. Alyson will let the board know when her council presentation is so that we can attend. No date has been set yet.

**Lucky Day rollout:** LD items are housed on a shamrock green cart at the front of the library. They have special stickers on the packaging that indicate they are part of our LD collection. There were some glitches when the first checkouts happened- Sierra wanted to "send back" LD as they were checked in as if it was a separate collection housed off-site. People are gravitating towards DVDs with more frequency. There are about 50 items in the collection total, and they have garnered about 75 checkouts in ten days.

**River Prairie:** Regina and Alyson staffed the first RP evening on Wednesday June 12<sup>th</sup>. There were 18 checkouts total, but most important was that things went smoothly. There were lots of interested people and checkouts should increase as people realize we are there. Interestingly, 16 of the 18 checkouts were non-AL residents, which means that we will potentially reach lots of people who wouldn't otherwise come in to the regular library. We also get reimbursed by those residents' municipalities.

**SRP:** Our SRP, "A Universe of Stories," is underway and very active. So far there are 530 children and 89 teens signed up. For comparison, last summer at the same time we had 457 youths and 87 teens.

**May Circulation Statistics:** In May, 2019, our checkouts were lower than May, 2018 (7,324 vs. 7,693); we had fewer renewals (2,635 vs. 3,347) and our overall circulation was lower (9,959 vs. 11,040). System-wide, we were 8<sup>th</sup> in checkouts and 7<sup>th</sup> in renewals in 2018, and 7<sup>th</sup> in checkouts and 7<sup>th</sup> in renewals in 2019.

LEPMPL checkouts were down May, 2019 vs. May, 2018 (45,915 vs. 47,395), and overall circulation was down (60,812 vs. 69,383).

May, 2018: EC borrowed from AL=2,359 items. AL borrowed from EC=1,775 items. **(+\$620.92)**

May, 2019: EC borrowed from AL=2,209 items. AL borrowed from EC=2,078 items. **(-\$1003.01)**

So, LEPMPL borrowed **less** from AL in May, 2019 vs. May, 2018 and AL borrowed **more** from LEPMPL.

**Next board meeting:** Wednesday August 21, 2019 at 9:00am.  
There will be no meeting in July unless an issue arises.

**Adjourn:** Kaetterhenry motioned to adjourn, 9:40 a.m., 2<sup>nd</sup> by Swan. **Motion carried.**

Respectfully transcribed and submitted by Brenda Schlafer and Alyson Jones.