

North Shore Library Board Minutes
Thursday, May 16, 2019
9:00 AM
North Shore Library Board Room
6800 N Port Washington Rd, Glendale Wi 53217

1. **ROLL CALL**

President Glaisner called the meeting to order at 9:02 a.m.

Present: Franklin, Fonstad, Pierner, Rindt, Schmidt, Wadzinski, Glaisner

Excused: Rosenfeld, Shaw

Also Present: Susan Draeger-Anderson, Library Director

2. **PUBLIC COMMENT**

There was no public comment.

THE NORTH SHORE LIBRARY BOARD RESERVES THE RIGHT TO TAKE "ACTION" ON ANY OF THE ITEMS LISTED BELOW.

3. **CONSENT AGENDA:**

Library Board Minutes: 3.21.19

Invoices: 4.24.19, 5.1.19, 5.8.19

YTD: 2019 Expenses, YTD 2019 Expenses, Other Expenses, 2018-2019 FOL Final Expenses, 2019-2020 FOL Expenses

Monthly Statistics

Motion made by Fonstad/Pierner to accept the consent agenda. Motion carried unanimously.

4. **Friends of the Library Report**

Draeger-Anderson reported that the Friends held their Annual Meeting on 5.7.19. They presented Draeger-Anderson with a check for \$25,642.47 for the 2019/2020 Wishlist. Draeger-Anderson reported that this would be added to digital signage and the Monthly Community Updates.

5. **NSL Foundation Report**

Draeger-Anderson read the following report as Paul Pederson could not attend the meeting:
"The Foundation continues moving forward.

On April 25th, the Foundation Board met for the first time since January. (Our meetings are quarterly.) Other than attendance, financial updates and a report from the Friends the topic of conversation was the \$1,000,000 challenge.

We reviewed Mayor Kennedy's letter, the minutes of the Library Board meeting outlining his remarks as well as the Resolution passed by this board.

I brought the board up to date regarding my meetings with Kennedy and the three fundraising consultants. I indicated that the consultants expressed concern over the intent of the letter and resolution. Additionally, I explained that the cost of hiring a consultant could range from \$100,000 - \$200,000 to raise \$1,000,000. I reiterated that consultants do not raise money. We do.

Moving forward, we discussed the fundraising process and what was expected of the Foundation and Board members. I shared my respect for Alderman Wiese and his cold call fundraising technique and power point presentation. We discussed the difference between an Alderman going to constituents asking for donations as opposed to the Foundation or Library Board president. We briefly discussed naming rights.

There were several things that the Foundation asked to be addressed before they felt that we could effectively move forward with "big donor" fundraising.

- 1). The lease arrangement.*
- 2). Confirmation the communities will go forward with \$500, 0000 of Foundation commitments.*
- 3). A drop dead date – a date the communities plan to go forward with the project regardless of the money raised to date.*
- 4). Confirmation that all four communities are on board with a "commitment" document.*
- 5). That a "hold harmless" clause is understood if the Foundation fails to raise all of the funds.*

I informed the board and received approval to do a mailing to all previous donors. We would then begin a campaign aimed specifically toward library patrons and vendors.

With the resignation of Robin Cohen and Ann Riordan the Foundation currently has four vacancies. We are looking for "active" Foundation members. If you have any suggestions please feel free to call.

Bayside – 1

Glendale – 1

River Hills – 1

Business Representative – 1

Finally, please thank Dale Schmidt for securing a \$25,000 donation. "

Schmidt explained that the donation was from Robert Worth, who is selling property to be used for a Chick-fil-A site. Josh Wadzinski informed the Board that there would be no donation as this site was not approved for a Chick-Fil-A site by the Glendale Planning Commission. Conversation continued concerning the issues of the site. Glaisner informed Schmidt and Wadzinski that this item is not on the agenda. They reluctantly stopped talking about this at Glaisner's insistence.

6. Updates from Community Trustees

Fonstad reported that Draeger-Anderson has given updates at the last two Fox Point Meetings.

Fonstad said that this is helping keep the library in the front of the minds of Trustees.

Glaisner reported that he spoke with River Hills President, Anderson, about taking the lead to contact Kennedy and other elected officials concerning the need for a Memorandum of Commitment on the Renovation project.

Franklin said that she felt people need to be more informed about the process. She has had people ask her what is happening with the project.

7. Director's Report

Draeger-Anderson reported:

Adult Services

- *Adult Services hosted 19 programs with 307 attendees*
- *Additionally, Adult Services celebrated Earth Day with free seeds to patrons and Poetry Month with “poems in a pocket.” Total participants to these two programs was 80*
- *Adult Services participated in three Outreach Initiatives in April:*
 - *Provided books, computer services, and library resources to those impacted by the Bayside Apartment Fire.*
 - *Provided outreach to Laurel Oaks, for those who have memory care needs. There were 15 attendees*
 - *Sam Molzahn was invited to speak to a Library & Information Science graduate class at UW-Milwaukee. He spoke about the North Shore Library’s technology programs and new services*
- *Adult Services started ordering, receiving, and cataloging items for the upcoming Share Shed, an initiative that will allow patrons to borrow specialty items, like a telescope or binoculars.*
- *Adult Services began a quarterly Puzzle Swap program where patrons can meet and share their favorite puzzles with each other. This was very popular with 15 enthusiastic attendees.*
- *There is also a new place for patrons to drop off their used puzzles and swap it for a different one.*
- *The North Shore Library released its 14th podcast episode. This episode was reading book recommendations from fellow staff members. To date, the podcast has received 938 listens.*
- *Alvarez and Draeger-Anderson took a web-ex on Marketing Library Programs.*

Youth Services

In April the YS Department held 28 programs and 316 people attended.

1) Outreach

Staff presented a story time at the Jewish Community Center on April 10 and had 19 participants from their preschool class.

2) Training

Lizzy Lowrey attended “Sequences and Stories Part 1: Connected Learning in Youth Services Training” at the Franklin Public Library on Tuesday, April 23. The training, led by the Wisconsin Department of Instruction, covered the importance of providing interest and youth-led programming for children and teens that explore technology.

- 3) Youth Services is busy doing school visits and preparing for summer reading. They have a great calendar of events. The Kickoff party ran into a hitch. We had checked with the schools about the end date but things changed and we discovered that the public schools will still be in school on Monday June 10 – the kickoff party date. We were able to talk to the entertainer and get another show and party planned for 5:30-7:30 to include those kids still in school. Back by popular demand this summer is the Pen pal program. If you are interested in having a pen pal this summer please sign up. I am hoping for some press on this program.*

Board Member, Dale Schmidt has helped to procure coupons as giveaways from Nothing Bundt Cake, Pizza Studio and City Market for Summer Reading prizes.

The adult team is putting together programming for summer as well and will again have a summer reading program.

Good News: The Fox Point Foundation has approved my request for funding for an AED for a total donation of 1413.00. I ordered this yesterday and will get it installed as soon as it arrives.

I have ordered supplies needed for the RFID tagging project. Barbara Alvarez will be the lead on this project. We are gearing up to tag every item in the library by October. We will start with the adult non-fiction, move into fiction and then Media. We will do the children's and young adult collection in September/October

The outreach committee has met and assignments have been made. Staff will have a table at the Farmer's Market, National Night out in Bayside and Glendale, Root Beer Fest, Fox Point Day, Bayside Picnic, River Hills Arbor Day event and more. Please be sure to stop by and say hello to staff if you are at these events.

I have ordered 5 desktop computers and one laptop through MCFLS. These are part of our regular replacement plan on the capital budget. Thanks to Glaisner, who is on the MCFLS Board, and is always encouraging our MCFLS Director to negotiate – we are seeing significant savings on computers. We will save over 600. on the recent order - \$122.00 savings on Desk top computers and 50.00 on laptop prices.

The NSL Foundation is sponsoring Birthday Cake to celebrate the Library's 33rd Birthday on Friday, May 17. It will begin at 11:00 and run till the cake is gone.

The Library will be closed for Memorial Day on May 26 and 27.

NEW BUSINESS

8. Nominations for Library Board Officers

Discussion on interest of Board Members to serve as officers. None was expressed. Current officers in attendance indicated they would stay in position. The current slate will be presented for vote at the next meeting. Anyone interested in a position is encouraged to contact Glaisner or Draeger-Anderson before the next meeting.

9. Review and Approval of Director's performance on 2018 Objectives

Motion by Fonstad/Schmidt to approve Director's performance on 2018 Objectives. Motion carried unanimously.

10. Review and Approval of Director's 2019 Objectives

Fonstad recommended one change to Director's 2019 Objectives – change first word in #1 from increase to maintain. Motion made by Rindt/Fonstad to approve the Director's 2019 Objectives with this change. Motion carried unanimously.

11. Review and Approval of Director 2019 salary.

Motion made by Schmidt/Rindt to set Director Salary to the "high Achiever 60 month rate". Motion carried unanimously.

12. Adjournment until June 20 at 9:00 a.m.

Motion made by Fonstad/Rindt to adjourn. Motion carried unanimously. Meeting was adjourned at 10:02 a.m.

Respectfully submitted by Susan Draeger-Anderson, Library Director and Recording Secretary