

**Wayne Public Library Board of Trustees
Tuesday, November 5, 2013 / 5 p.m., Conference Room**

MINUTES

The meeting was called to order at 5:03 p.m.

Present: Joel Ankeny, Spring Dahl, Jenny Hammer, Dennis Lipp, and Lauran Lofgren, Library Director. Absent: Ellen Imdieke.

Anyone desiring to view the Open Meetings Act may do so. The document is available for public inspection and is located on the south wall of the Library/Senior Center Conference Room.

The minutes from the previous meeting were approved as presented.

The financial report was approved as presented.

Notes: At 98% of budget until the audit is approved.
This was a three time payroll month.

DIRECTOR'S REPORT

- Statistics

	SEP2013	OCT2013	OCT2012
Circulation	4473	4913	5201
Patrons	3521	3876	4388
Meeting Room	3	8	7
Reference ?s	128	125	202
Computer ?s	84	107	196
Phone Calls	314	339	418
OPACS	164	166	262
AWEs	330	342	518
Internet	726	840	976
New Patron Cards	22	31	31
Items Added	105	197	157
Items Deleted	177	143	5

- Staff Activities
 - October 1 was Great Books for Great Kids day at Runza. The food chain will be donating \$418.93 to the library sometime during November.
 - Members of the staff donated time to disaster relief in the weeks following October 4. Due to the timing, Julie, Rita, and Lauran all cancelled attending the annual fall Nebraska Library Association conference October 9-11. Registration funds were not returned, but hotels were cancelled in time to defray those costs.
 - LKL took part as a presenter in a Nebraska Library Commission webinar discussing the benefits of attending the recent Association of Small and Rural Libraries national conference in Omaha, NE. Julie and Rita also attended.

Jointly we received over \$1000 in grant funds to help cover the cost of attendance.

- o LKL is registered for the spring 2014 Public Libraries bi-annual conference in Indianapolis, Indiana. Will share a room with my daughter to help cut down the costs.
- o JOSnes and LKL spent time in Wakefield visiting with the new Wakefield Public Library director. Helped her with the Follett software and also talked general library procedures/policies for a while.
- o RMcLean organized an Expand Your Horizon series on Presidents – focusing on Lincoln and Gettysburg Address (150th anniversary); Theodore Roosevelt; and the media coverage of the Kennedy assassination (50th anniversary). Two speakers were funded through the Nebraska Humanities Speakers' bureau, and the third was funded through a Nebraska Humanities mini-grant. Matching funds were provided by the Wayne Library Foundation. 50-60 people attended the series.
- o Through the month of October we had a WSC history student donate several hours of her time going through old Wayne Heralds and expanding a database of births, deaths, marriages, anniversaries. She also added a section of headlines which we have also started doing with the current Wayne Herald.
- o We have made our final report to the Broadband Technology Online Program (BTOP) that kicked off 3 years ago. The library has received over \$20,000 in computer hardware and software as well as experts brought in to teach classes to the public.
- o Deep weeding has been done in the Books on CD and the Large Print sections. The staff is currently reviewing circulation statistics to see about making more shelving available for the large print. 20 new 10" deep shelves have been purchased for the children's area, with the shelving there moving to other areas of the library.
- o We had a great in-service on October 25. Spent time talking about the superhero attributes (good and bad) of library employees – this came from a session at the ARSL conference. The staff took a version of the board self evaluation form and we talked through the answers. Discussions about limiting DVDs (10 per card) and filtering lab machines. Talked about day to day issues, and finished up planning the 12 Days of Christmas at the library and our staff Christmas party which will be on Friday evening, December 13, at 6 pm.

OLD BUSINESS

- Update on filtering systems for the computer lab: Brian Kesting (City of Wayne Technology Support Specialist) and LKL have chosen to order Smoothwall filtering system for a trial period. LKL will try it first, and then may try it in the WPL Computer Lab. LKL feels that it should be easily tailored.

NEW BUSINESS

- Self evaluation – continuing education credit: This item was tabled until January due to today's inclement weather.

Meeting adjourned at 5:17 p.m.

Respectfully submitted,
Jennifer Hammer, Secretary