

**Library Board Meeting  
Thursday, March 27, 2014  
7:00 am  
Library Meeting Room**

**Open:**

**Guest and Public Comments:**

**Approval of Minutes:** February 27, 2014

**Treasurer's Report:**

- Approval of library bills

**Presentation of Seed Library by Melissa**

**Director's Report**

**Self-checkout machines (3M vs. Bibliotheca)**

**Mission Statement Discussion/Programming**

**Technology Fund**

**Adjourn to executive closed session** as allowed by WI State Statute 19.85(1)(c) to consider and discuss personnel matter(s).

**Reconvene to open session** for any action regarding closed session.

**Future Agenda Items: Director's Evaluation**

**Mount Horeb Public Library Board**  
**DRAFT Meeting Minutes**  
**Thursday, March 27, 2014**  
**7:00 am**  
**105 Perimeter Road, Library Meeting Room**

**Present:** Paula Craft, Jessica Gunby, John Kuse, Karla Ott, George Sievers, as well as Library Director Jessica Williams and Melissa Roelli

**Absent:** Dave Boyden, Ben Lizdas, Deb Klein

Kuse called the meeting to order at 7:02 am.

**Approval of Minutes:** February 27, 2014

Craft made the motion and Ott seconded approval of the February 27 minutes. Motion was carried unanimously.

**Presentation of Seed Library by Melissa Roelli:**

Roelli gave the board an update on the Seed Library, launched on 3/15 at a library program attended by 37 people. Thus far the Seed Library appears to be attracting new patrons to the library and has been spreading by word of mouth support. A second program was held 3/26 with only 8 people in attendance and the program will open to the general public on April 1<sup>st</sup>. Thus far a total of 232 seed envelopes out of 1200 have been checked out. The goal is for patrons to bring seeds back in the fall and additional programs are planned when that time comes.

Ott suggested giving a presentation at the garden club. Individuals are already volunteering to help repackage seeds in the fall. Whaley's and 4H were instrumental with gifts of seeds and grant money for the program.

The long term goal of the project is to try it for two years and then evaluate the effectiveness of seed return and impact in the community.

**Director's Report:**

Williams gave a breakdown of options for a replacement cycle of the self-checkout machines. The main issue for the board to consider is staying with the current vendor, Bibliotheca, or changing to 3M. Williams gave a comparison of prices and machine models. The board expressed interest in seeing what 3M has to offer and requested Williams set up a demonstration day with a 3M representative.

Williams mentioned a review of the mission statement (M/S) was driven by the Death by Chocolate event, specifically did the event fit into the library's mission. After reviewing the M/S, she felt it was outdated. The Director shared an initial revised, shortened version of the M/S. Sievers questioned the value of a M/S. Kuse discussed the process of creating a M/S and how it should be influenced/guided by the board but shaped by the staff, particularly the leadership team. Craft stated her support for a shorter more concise

M/S. Melissa shared that the M/S is used by staff as a general guide. It was determined that Williams will send out a note to the board to collect input on the M/S, which she will collate and edit.

Williams shared that the format of the volunteer appreciation breakfast was being adjusted. Rather than closing the library for the event, it would be held immediately after our April board meeting and would serve coffee & scones instead of a full sit down brunch.

Ott provided an updated on lamp repairs within the library. She estimated the library saved \$3600 by having the lamps repaired, at a cost of \$30 with donated labor, rather than full replacement.

After a motion by Ott, seconded by Kuse and unanimous approval the Board, the meeting was adjourned at 8:10 am.

Respectfully submitted,  
Jessica Gunby