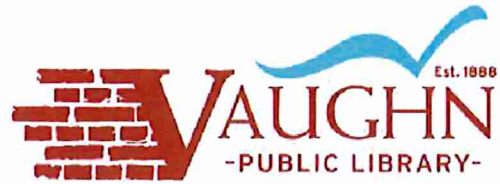


## Vaughn Public Library Board Agenda

February 20, 2020

5:30 pm VPL

1. Call to order: MA, DB, CC, JC, MJ, JL, SJ
2. Approve Agenda
3. Approve Minutes January 9 and 23, 2020
4. Public Comment
5. Continuing Business
6. New Business
  - a. Consider Engberg Anderson Proposal for Schematic Design Work
  - b. Approve 2019 Annual Report
7. Director's Report
  - a. Statistical Report
  - b. Financial Report
8. Adjourn



## Library Director's Report

February 20, 2020

### Building

Kick off meeting with Alex and work group is scheduled for March 5<sup>th</sup>, 5:30 2<sup>nd</sup> Floor of the VPL.

Work Group: Board members Mary & Janna, Staff Lisa, Citizens Dale Kuupczyk, Joe Russo, Julia Waggoner, Linda Calhan, Liz Wabindato, Lynn Garrington, Philomena Kebec, Sue McKenzie, Brian Tochterman

### Annual Report

I recently completed the annual report which goes to the state of Wisconsin and into a vast database to track library service, operating and financial trends. A few things to note, the circulation of materials for the VPL is down by about 6,000 items compared to 2018. The downward trend of materials checked out is common to all libraries and began a few years ago. It is related to electronic use of books, but even accounting for the amount of electronic materials borrowed through Libby (library platform) we are still losing ground in the amount of materials people borrow. This is something to consider as we analyze how the building is used, what services we emphasize and how we market the library in the community.

Last week we did a sample count of people who came through the door and reference questions asked. On average, the VPL librarians answer eight reference questions a day and about 170 people use the library per day or about 50,000 people per year if you project out.

Financially, our year end numbers are pretty good. In 2019, the VPL came in about \$2,000 expenses over revenues, so a bit in the red but not catastrophic. 2020 will be a year of transition as we lose a long time employee to retirement (Lynn) and bring up two of our part time folks to nearly full time.

### Programming

The VPL was recently granted funds from the Ashland Foundation and the VPL Foundation to purchase a Bike Book Mobile which is really a cargo trike. It will be here this spring and allow us to get the library out in neighborhoods, beaches and parks. It's a fun and sustainable way to spread the library love and get books into the hands of individuals and families who might not come into the building.

We also have had some fun doing monthly evening programs for families and Saturday drop in programming for all ages. Sheva Ables-Allison is heading up our summer reading program this year, so we are looking forward to a fun summer.

Sheva also has a mini-grant award from the Rotary to start a youth advisory group for the VPL. Kids from the chess club, the tween book club and teen writers maybe potential members for this. Stay tuned.

Thanks for reading!