

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD**

January 16, 2023

The meeting was called to order at 5:01pm by Library Board President Corinne Herro. The meeting was held in Meeting Room 1 in the Kimberly Public Library with an option to attend via Zoom.

Members present in Person: Corinne Herro, Rose Vander Velden, Barbara Wentzel, and Dave Hietpas

Members Absent: Phil Yunk (excused)

Others present in Person: Holly Selwitschka

Motion by Vander Velden, seconded by Hietpas to approve the minutes of the December 19, 2022 meeting. Motion carried by unanimous vote.

Motion by Vander Velden, seconded by Wentzel to approve the current bills and financial reports as written. Motion carried by unanimous vote.

Director Report: Holly briefly reviewed items from her director's report. There was a question about the hiring process for librarian assistant I: was the position posted? The position was not filled when it originally became vacant in August, but the process for replacing the vacancy had already begun. Candidates who were put on hold at that time were called to confirm continued interest, and since there was a sufficient pool of candidates still on hold, Holly consulted with Village Administrator Mahoney and made the decision to not post it again but instead to interview the candidates still on hold from August.

Strategic Plan Updates: Holly reviewed progress made on strategic goals. Discussion was had about the value of conducting a Space Needs Study. Points to consider: the library is in need of interior updates, but to what extent? Carpet, new paint, updated furnishings. There are larger items that could be done: a gender-neutral bathroom inside the library, dedicated children's programming space that is designed to be child-friendly, and removal of a pillar that blocks view of patrons at the service desk are a few examples. A Space Needs Study would enlist professional architects with library experience to provide an informed opinion on the most effective use of the space the library already has. The process for this would be to start with the space needs study with the intent to move forward with a feasibility study to inform the likelihood of success for a capital campaign to remodel the existing space. The library board appreciates the need to update the space and understands the value the study may provide; however, they are concerned with taxing the budget with additional costs. As a next step in discovery of the likelihood of completing this process, they would like to approach the Friends of the Kimberly Library to ask for assistance in raising the funds needed to conduct the study.

Motion by Vander Velden, seconded by Herro to approve changes to the 2023 Kimberly Public Library Schedule of Closed Dates. Motion carried by unanimous vote.

Roku Device Circulation Policy Discussion: Questions about costs, purpose and operation of devices. Holly explained: DVDs are rapidly decreasing in circulation being replaced by demand for streaming videos; Rokus are one way to circulate streaming services. We are not the first library to offer this service, but will be the only library in OWLS at this time. The library purchases one subscription to a streaming service, and just like a family, is allowed a limited number of users per subscription. For example, the library purchases a subscription to Apple TV Plus (annual cost of \$60) and receives the authority to add 6 users, which means that the library can download the Apple TV Plus app to not more than 6 devices. Each time a device circulates, the library is engaging one user at a time with their account per device. It is comparable to the model used to circulate

ebooks using Overdrive. The library downloads the app(s) they select to the roku device and password protect it. Patrons are neither allowed nor able to modify the content on the device or access the library's accounts. If they manage to bypass the passwords, they are in violation of the policy and restricted from further use. The roku is a small device that looks like a flash drive. It has the capability to connect to WIFI, which is needed to access the apps on the device, and it has the capability to plug into a television or other display device that has an HDMI port. It has the capacity to turn the device into a smart tv. In order for a patron to use the roku, they must have a device with HDMI port and WIFI available to connect to.

Motion by Hietpas, seconded by Wentzel, to approve the Kimberly Public Library Roku Device Circulation Policy. Motion carried by unanimous vote.

New Business: Vander Velden suggested Holly look into offering a new virtual reality service, as she heard it was in high demand at another library. Holly will look into it.

Herro asked about board appointments. Holly explained that typically, library board appointments are staggered 3-year terms, but since we started a new library, some go longer. Appointments should be made by the Village Board following the spring election, possible April, then Library Board officer elections would happen likely in May.

Items for the Next Meeting: Annual Report

Motion by Vander Velden, seconded by Hietpas to adjourn. Meeting was adjourned at 5:52pm.

Submitted by: Holly Selwitschka, Library Director