

MEMORANDUM:

To: Winnefox Library System Trustees
From: Mark Arend, Assistant Director
Subject: Report of System activities
Date: 20 March 2018

The following is an update of activities since our last meeting. I would be happy to provide further details at our meeting, or feel free to give me a call or send an email in advance.

Library use reimbursements across county lines: I have begun to compile figures for reimbursement across county lines but do not have complete figures from libraries outside of Winnefox yet. I will bring a report to the board meeting if I receive them in time.

Trustee Training: I have several extra trustee training sessions scheduled for this year. In addition to my regularly scheduled sessions I am presenting sessions in Outagamie & Waupaca counties this spring. You will remember that OWLS has contracted with us to provide continuing education for the first half of this year. The workshop schedule is on the next page.

WAPL Conference: The Wisconsin Association of Public Libraries spring conference will be 3 – 4 May in Pewaukee. As usual, there will be a good mix of programs with some of interest to trustees. More information is available at:
<http://wla.wisconsinlibraries.org/wapl/conferences-events/wapl-conference>

Library News: Princeton Library has received a very generous donation for their building fund, giving them a total of about \$730,000. They are making final plans and should be ready to break ground soon.

Staff News: Tony Mann has been hired as a driver.

2018 Workshops for Trustees

Trustees can benefit from training, just like librarians. This year we have planned several programs for library trustees. (You are, of course, welcome to attend any Winnefox workshop). Workshops are also a good opportunity to meet trustees from other libraries.

New this year is a series of workshops in the Outagamie Waupaca Library System. Anyone is welcome to attend the sessions that are most convenient.

Trustee 101

While this program is designed for new trustees, veterans sometimes find it a good refresher. Topics covered include:

- An overview of the trustee's job
- Legal issues (open meetings, policies, liability)
- Library advocacy
- Topics from the floor (local issues you'd like to discuss)

This year's sessions will be:

- Wednesday 14 March, 5:30 – 7:30, Waupaca Public Library
- Wednesday 6 June, 5:30 – 7:30, Fond du Lac Public Library
- Thursday 7 June, 1:00 – 3:00, Caestecker Public Library, Green Lake

Trustee 201: The Library Board as Employer

Topics covered include:

- The Library board's relationship with the library director
- Hiring, evaluating, disciplining, and terminating a library director
- Personnel policies
- The Library board and other library staff

This year's sessions will be:

- Wednesday 18 April, 5:30 – 7:30, Muehl Public Library, Seymour
- Tuesday 2 October, 1:00 – 3:00, Berlin Public Library

Trustee 301: Wisconsin Open Meetings and Public Records Laws

Topics will include:

- Agendas and posting meetings
- Closed sessions
- Meeting minutes
- Records retention under Wisconsin law

This year's sessions will be:

- Thursday 10 May, 5:30 – 7:30, James J. Siebers Memorial Library, Kimberly
- Wednesday 10 October, 5:30 – 7:30, Ripon Public Library

Online and paper registration will be available about two months before each workshop.