

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting
421 High Street, Spooner, WI
November 16, 2021 at 5:00 PM

A. Call to Order – 5: 00 by Kevan

B. Roll Call – Kevan, Bodzislaw, Waltz, Gagon, Fabert, Ford, Bruce, Johnson (arrived at 5:17pm)
Apologies Hopke

C. Approval of Previous Minutes – Motion by Waltz, Kevan Second, Motion carried.

D. Approval of Monthly Vouchers – #136 - # 143, Totalling \$3,800.48 Motion by Kevan, Fabert Second,
Motion carried.

E. Public Comment – NONE

F. Old Business –

1. Library's Response to COVID-19 – Moving forward
 - a. The Director reported that a staff member had close contact and is in quarantine.
 - b. The Director requested that Monday and Tuesday remain as mask wearing days and the Board agreed as it provides options for the patrons and is working.
2. Break Room – The break room is almost complete, the processing station and cable to be moved.
3. Feasibility Study – SEH are coming to measure the library space. The Director said the proposed extension of the present building would mean that there would be no green space or any additional parking space. Next steps are 1) More defined measurements 2) Get a quote on building costs 3) To investigate the possibility of having a meeting room in the basement with a ramp for accessibility. The City has come back with an amount of \$60,000 to knock down the old Post Office which gives an idea of what a demo would cost for an existing building.
4. ARPA Funds – Director attended Town Chairman Meeting who have said that they would not be able to help with funding the possible book mobile as they do not have much money to spare. The update from DPI will be at the end of month. The Director braced the Board for possible rejection of the funding of the book mobile, as there were more applications than funding.
5. WLA Conference – Lost money due to quarantine of a staff member. The Director informed the Board that she would no longer be attending the conference as she was meant to go with the quarantined member of staff and no refund would be given. The board said that they were disappointed, as this conference is always beneficial

G. New Business –

1. None

H. Librarian's Report –

1. Still need a Library Aide to cover Friday 8-4 and every 3rd Saturday 8-4. Still waiting to hire, the Director discussed a few possible candidates.
2. Need a new Board member from the City of Spooner. The Director is still actively advertising for this position.
3. Books & Bread – October 27th served 243 individuals, and 2,644 pounds of food were distributed.

October 27th at 10:30-11:30 at Church of Nazarene, Spooner and 12:00-1:00 at Christ Lutheran Church, Trego. The next date is November 24th at 10:30-11:30 at Church of Nazarene, Spooner and 12:00-1:00 at Christ Lutheran Church, Trego. and the final one on December 22nd.

4. Compassion Kitchen – 121 individuals served with 74 bags (Ready to Eat Food Bags, Emergency Food Bags, and/or care packages) in October. We have distributed 43 bags so far in November.
5. Community First – Library Director is a new at large board member. Looking for a board member (from faith community). Strategic planning in the works to decide what the next focus will be. Community First is officially recognized as 501(c)3!
6. Events & Programs – Stuffed Animal Sleepovers, Story Hour inside the Library, book bins for St. Francis, LEGO Club, Mischief Makers, Savvy Seniors, Winter Reading Challenges, Community Word Cloud, Winter Blackout BINGO, Homeschool Life Hacks & Art Show.
7. October Library Statistics are still not up to 2020 numbers.
8. Other Reports – None

I. Financial Report –

2021: TOTAL EXPENDITURES FOR 2021 = \$ \$298,383.15

TOTAL REVENUE FOR 2021 = \$ \$327,636.08

REPLACEMENTS = \$ 509.36

LIBRARY DONATIONS = \$ \$7,358.20

LIBRARY DONATIONS RESTRICTED = \$ 1,378.48

GRANTS = \$ 5,140.07

COUNTY CONTRIBUTIONS = \$ 130,247.52

GENERAL PROPERTY TAXES = \$ 183,000.00

OTHER = \$ 2.45

LIBRARY DONATIONS/GRANTS CARRYOVER: \$ 5,456.79

REIMBURSEMENTS & SCHOLARSHIPS: \$ 145.00

SAVING ACCOUNT BALANCES:

LIBRARY SAVINGS: \$6,689.18

LIBRARY SPECIAL BUILDING FUND: \$50,000.00

LIBRARY UNDESIGNATED FUNDS ACCOUNT: \$56,480.77

J. Next Meeting –

Tuesday January 25, 2021 @ 5:00 p.m. **No meeting in December.**

K. Adjourn - 5:53 pm Motion by Kevan, Johnson Second, Motion carried.