

## SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting  
421 High Street, Spooner, WI  
February 10, 2022 at 5:00 PM

### A. Call to Order – 5:00 pm by Kevan

B. Roll Call – Kevan, Bodzislaw, Johnson, Fabert, Gagnon, Ford, Stone, Bruce, Hopke -  
Apologies Waltz

C. Approval of Previous Minutes – Motion by Johnson, Second Ford, Motioned Carried

D. Approval of Monthly Vouchers - Vouchers #8 - # 26 Totalling \$26,566.31 Motion by Kevan,  
Johnson Second, Motioned Carried.

E. Public Comment – None

### F. Old Business –

1. Library's Response to COVID-19 – Moving forward

- a. Director requested to stay as is and the Board agreed. To be reviewed at the next meeting.

2. Feasibility Study – Update and next steps

- a. The Director meet with Bill Marx the City Administrator, who agreed that it was a good idea to contact neighbors whose lands adjoin the library for the possibility of purchasing land to extend onto and also gave details of possible offsite possibilities.
- b. The Director met with Barbara Benson, our Walnut Street neighbor about the possibility of purchasing some of her land to extend onto. Mrs Benson is a great supporter of the library and understands the needs of the library to expand, but as her home has been in her family for many years, she does not wish to sell. However, she did say she will contact friends to see if they know of any possible sites that would be suitable for a new building for the library.
- c. The board agreed that the Director should now contact the other adjoining neighbor to the library to explore the possibility of purchasing their house.
- d. The offsite location for a new build that the Director discussed with Bill Marx from the City, is one of the vacated Arrow Building properties. The suggested building is a large metal storage unit, which would be very cost effective in dismantling. The storage unit adjoins a large parking lot that is owned presently by Bank of the West, but is soon being taken over by BMO Banking. The Director will make enquiries to BMO of the possibilities of them selling part of the parking lot to the library and has already had discussions with Arrow Building out of Hudson.

### G. New Business -

1. Strategic Plan – Updates and progress

- a. As requested by the Director, the Board devoted 5 minutes for **futuristic thinking and brainstorming**. The Director shared that the library is looking into purchasing a Kanopy DVD streaming service that is available for libraries at the cost of \$2000. This service allows patrons to have a set credit allowing them to stream movies using their library cards. This streaming service would be similar to the Libby link that patrons use for books and magazines. Shar is now looking at purchasing more BluRays movies, rather than DVDs as they are becoming more popular. It was stated that as things change, it is important that the library changes with them. Johnson commented that libraries are often at the forefront of technical changes and would like this to be happening at the Spooner library as well. It was suggested that the patrons catalog be replaced with an ipad that could sit on the end cap to allow easier access. The Director noted that she would like to see hanging signage to clearly mark book categories to make it easier for patrons to find things. Another comment made - as the trend is going to wireless computers, we should look into having fewer stationary computers and more laptops. Hopke said he would like to see more laptops and comfy chairs, so patrons can sit anywhere.

- b. The Director attended the Library Legislative Day in Madison; the main priority was thanking legislators for supporting Wisconsin libraries in the last budget cycle. This event was a chance for the Director to advocate for libraries. She said it was a very valuable experience meeting politicians, most of whom were appreciative of the work done by libraries and how they can service the communities. The Governor gave a Certificate of Commendation honoring Spooner Memorial Library for its service to the state.

2. Annual Report – Approval of 2021 Annual Report Motion by Ford, Hopke Second, Motioned carried.

#### **H. Librarian's Report –**

1. Most staff have had background checks completed without any red flags.
2. Outreach updates – Katy is working on creating a seed catalog, setting up Farmer's Market Story time dates, scheduling more daycare visits, SES Reading Night, St. Francis book bins. **Book Mobile update-** Josh Saunders of Attentions to Detail is still trying to narrow down the vehicle to be used.
3. Books & Bread – January 2022 served 119 households consisting of 348 individuals. Angie, Community First volunteers, and the church pastors worked together to keep it going despite the cold and the Feed My People Food truck breaking down. This program is so successful that all partners have agreed to continue the program through August 2022, probably beyond. The next distribution is February 23<sup>rd</sup>.
4. Compassion Kitchen – January 2022 served 46 households consisting of 142 individuals. 80 bags of food and 33 care packages were distributed. The lobby is restocked throughout the week with new products being delivered to the food pantry from Feed My People Food Bank at no charge to the library or the food pantry.
5. Community First – Spring into Action & WashCo Grows initiatives are going strong. Likely to fill the vacant board position this month. Another care package bagging event is taking place on the 10<sup>th</sup> at the Library. Ventures is once again partnering with the library on this. Enough product for 200 care packages was purchased from Economart (which were provided at cost) , by Community First for the next round of distributions.
6. Events & Programs – Story Hour, Mystery Movie Night, LEGO Club, snowshoe hike, Savvy Seniors, Stuffed Animal Sleepovers, Chad Lewis, Mystery Yarn Contest, Winter Reading Challenges, Soup-er Bowl, BINGO for Books, Puzzle Contest, Mischief Makers. Petting zoo scheduled for July.
7. 2022 Library Statistics – 5,433 regular checkouts and 1,893 e-checkouts in January 2022. For reference, in January 2021 there were 2,848 regular checkouts and 1,659 e-checkouts. We're moving closer to 2019 numbers (7,173 regular checkouts in January).
8. Other Reports – The library received a \$1000 donation from Gary and Janet Rath there is no stipulation of its use.

#### **I. Financial Report –**

**2022: TOTAL EXPENDITURES FOR 2022 = \$ 22,553.07**

**TOTAL REVENUE FOR 2022 = \$ 145,207.69**

REPLACEMENTS = \$ 119.20

LIBRARY DONATIONS = \$ 269.27

LIBRARY DONATIONS RESTRICTED = \$ 0.00

GRANTS = \$ 0.00

COUNTY CONTRIBUTIONS = \$ 144,819.22

GENERAL PROPERTY TAXES = \$ 0.00

OTHER = \$ 0.00

REIMBURSEMENTS & SCHOLARSHIPS: \$ 0.00

#### **SAVING ACCOUNT BALANCES:**

LIBRARY SAVINGS: \$6,702.29

LIBRARY SPECIAL BUILDING FUND: \$50,000.00

LIBRARY UNDESIGNATED FUNDS ACCOUNT: \$33,113.68

**J. NEXT MEETING** – March 22, 2022 @ 5:00 p.m. (Secretary Bruce unable to attend) Masks required

**K. Adjourn - 5:52 pm** Motion by Kevan, Second Hopke, Motioned Carried