

SPOONER MEMORIAL LIBRARY

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

A. CALL TO ORDER –

B. ROLL CALL –

C. APPROVAL OF PREVIOUS MINUTES –

D. APPROVAL OF MONTHLY VOUCHERS –

E. PUBLIC COMMENT –

F. OLD BUSINESS –

1. Library's Response to COVID-19 – Moving forward
 - a. Director request to discuss removal of team masking
 - b. Update of precautions in place
2. Feasibility Study – Update and next steps
 - a. Update after discussion with High Street neighbor
 - b. Update after discussion at City Council Meeting
 - c. Update after meeting with Firehall owner
 - d. Feasibility of addition onsite
 - e. Feasibility of a new build offsite
 - f. Update after discussions with property owners offsite
 - g. Next steps with SEH
 - h. Next steps for Director and Board
3. Bookmobile Update
 - a. Approval to purchase a RAM ProMaster 3500 Cargo Van
 - b. Plan to work with local car enthusiasts to customize bookmobile
4. ARPA Grant Update
 - a. Meeting with Washburn County Board on May 22nd for water bottle filling station request

G. NEW BUSINESS –

1. Strategic Plan – Updates and progress
 - a. Board will devote 5 minutes for futuristic thinking and brainstorming at each meeting.
 - b. Director requests permission for herself and two team members to attend Wisconsin Association for Public Libraries (WAPL) Conference in May
2. Library Policies Bi-Annual Review
 - a. Review Mission Statement & Board of Trustee Bylaws

H. LIBRARIAN'S REPORT –

1. Summer Reading Program – Theme this year is Books are WONDERful (think Alice's Adventures in Wonderland). Special programs in July are scheduled as well as a kickoff party on June 1st.
2. Books & Bread – Next distribution is March 23rd. Confirmed through August. 165 individuals (71 households) served last month. 2,435 total individuals since 2021.
3. Compassion Kitchen – Having trouble getting pre-packaged products. Working with Feed My People to come up with a plan. 85 individuals (32 households) served last month. 706 individuals since 2021.
4. Community First – Spring into Action on May 21st, 12-4pm. WashCo Grows plan coming together. Care package pickups have increased significantly (100 in one month). Plan in place to strategically end care package resource due to lack of sustainability.
5. Events & Programs Recap – BINGO for Books, Chad Lewis (hybrid program), Story Hour, LEGO Club, Mystery Movie Night, WashCo Outdoor Social Group, Stuffed Animal Sleepover

6. Upcoming Events & Programs – Story Hour, LEGO Club, Savvy Seniors, Stuffed Animal Sleepovers, Winter Reading Challenges, Puzzle Contest, Mischief Makers. Tracy Chipman, Petting Zoo, Carnival, Snake Discovery
7. Outreach Update – St. Francis, school visits
8. Library Statistics – Circulation trending up
 - a. February 2022 = 4,880 check outs + 1,557 e-check outs
 - b. February 2021 = 4,747 check outs + 1,590 e-check outs
 - c. February 2020 = 7,561 check outs
 - d. February 2019 = 6,925 check outs
 - e. January-February 2022 saw 13,763 check outs + 3,450 e-check outs = 17,213
 - f. January-February 2021 saw 7,595 check outs + 3,249 e-check outs = 10,844
9. Other Reports –

J. FINANCIAL REPORT –

2022: **TOTAL EXPENDITURES FOR 2022 = \$ 74,165.49**

TOTAL REVENUE FOR 2022 = \$ 344,316.77

REPLACEMENTS = \$ 160.20

LIBRARY DONATIONS = \$ 9,788.64

LIBRARY DONATIONS RESTRICTED = \$ 1,362.20

GRANTS = \$ (929.98)

COUNTY CONTRIBUTIONS = \$ 146,505.73

GENERAL PROPERTY TAXES = \$ 186,500.00

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: \$23,448.47

J. NEXT MEETING –

April 26, 2022 @ 5:00 p.m.

K. ADJOURN