

## **SPOONER MEMORIAL LIBRARY**

Board of Trustees Meeting

421 High Street, Spooner, WI

April 26, 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
  - a. Status
2. Feasibility Study
  - a. Updates
3. Bookmobile Update
  - a. Grant status: \$97,000 (awarded) - \$55,712 (van/transport) - \$169.50 (plates/registration) = \$41,118.50 remaining (for wrap, conversion, and collection)
  - b. Tour of van and conversion ideas
  - c. Outreach plans for bookmobile
  - d. Bookmobile Policy discussion
4. April 2022 Crack Report
  - a. Update

### **G. NEW BUSINESS –**

1. Election of Officers
  - a. Vote to approve office of President, Vice President, and Secretary for one-year terms
2. Northern Waters Library Network Compliance Agreement
  - a. Review and approval of 2022 NWLN Compliance Agreement
3. Library Policies Bi-Annual Review
  - a. Mission Statement & Board of Trustee Bylaws
  - b. Rules of Conduct #8 (service animals)
  - c. Replace Merlin references with Northern Waters Library Network (NWLN)
4. Strategic Plan
  - a. Board will devote 5 minutes for futuristic thinking and brainstorming at each meeting.
  - b. Community Survey questions

### **H. LIBRARIAN'S REPORT –**

1. Spring Newsletter
2. WCEDC Awards Banquet – Library awarded with 2020 Community Involved Business of the Year
3. Library awarded \$800 Washburn County AODA mini-grant for Summer Reading program
4. New hire – Lauren Funkhouser, Library Assistant / Sub
5. Background checks complete
6. Book communities update
7. Family Festival – Director is Co-Chair, restructuring committees, set for June 4<sup>th</sup> 10am-1pm
8. WAPL Conference – Hotel and registration covered for Director (as WAPL Co-Chair) and for one employee (reimbursement thanks to NWLS scholarship)
9. Books & Bread – Next distribution is April 27<sup>th</sup>. Confirmed through August. 343 individuals (134 households) served last month. 2,943 individuals served since 2021.
10. Compassion Kitchen – Picking bags up on 4/21. 92 individuals (34 households) served last month. 798 individuals served since 2021.

11. Community First - Spring into Action on May 21<sup>st</sup>, 12-4pm. WashCo Grows update. 31 care packages distributed in last month. 1,391 care packages distributed since 2020.
12. Community Powered – Interviews, training June 12-17 in Milwaukee
13. Events & Programs Recap – Puzzle Contest, Intergenerational PJ Story Time, “What Were You Wearing” display (Embrace), Composting, Seed Starting, Story Hour, Lego Club, Mischief Makers
14. Upcoming Events & Programs – Story Hour, Savvy Seniors, Banned Book Club, Hunt Hill hike, LEGO Club, Savvy Seniors, Stuffed Animal Sleepovers, Scavenger Hunts, Tracy Chipman, Petting Zoo, Carnival, Snake Discovery
15. Outreach Update – St. Francis, Lakeland Carnival, fishing opener
16. Library Statistics – Circulation trending up
  - a. March 2022 = 6,197 check outs + 1,788 e-check outs
  - b. March 2021 = 5,688 check outs + 1,791 e-check outs
  - c. March 2020 = 7,524 check outs
  - d. March 2019 = 8,578 check outs
  - e. January-March 2022 saw 16,510 check outs + 5,238 e-check outs = 21,748
  - f. January-February 2021 saw 22,792 check outs + 5,040 e-check outs = 27,832
  - g. Ways to increase circulation
17. Other Reports –

**J. FINANCIAL REPORT –**

2022: **TOTAL EXPENDITURES FOR 2022 = \$ 159,324.39**

**TOTAL REVENUE FOR 2022 = \$ 345,844.37**

REPLACEMENTS = \$ 173.20

LIBRARY DONATIONS= \$ 11,076.53

LIBRARY DONATIONS RESTRICTED = \$ 1,412.20

GRANTS = \$ 166.57

COUNTY CONTRIBUTIONS = \$ 146,505.73

GENERAL PROPERTY TAXES = \$ 186,500.00

OTHER = \$ 10.14

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 –**

May 24, 2022 @ 5:00 p.m.

**K. ADJOURN**