

SPoonER MEMORIAL LIBRARY

Board of Trustees Meeting
421 High Street, Spooner, WI
June 28, 2022

MINUTES

A. CALL TO ORDER – Kevan called the meeting to order at 5:01pm

B. ROLL CALL – Present- Kevan, Bodzislaw, Fabert, Waltz, Gagnon, Bruce, Stone arrived 5:15
Johnson arrived 5:27 Absent - Hopke, Ford

C. APPROVAL OF PREVIOUS MINUTES – 1st by Waltz, 2nd by Gagnon, Motion carried.

D. APPROVAL OF MONTHLY VOUCHERS – Vouchers #80-#102 Totalling \$32,348.00 1st by Kevan,
2nd by Waltz

E. PUBLIC COMMENT – None

F. OLD BUSINESS –

1. Library's Response to COVID-19 - The Director reported no changes

2. Feasibility Study

a. At 5:30 pm on arrival of Johnson, the president requested going into closed session as per Wisconsin Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. At 6:09 pm the board came out of closed session.

b. Discussion - Kevan motioned to contact a realtor to set up the viewing of a potential site. Johnson 2nd, Motion carried.

3. Bookmobile

a. Update - The Director informed the Board that the shelves for the bookmobile have been ordered. The shelving will have flexibility to accommodate different size books. A fitted desk is to be built by Attention to Detail, who also will be wrapping the vehicle with the library's logo. The bookmobile is now roadworthy and the Director is working on possible routes and schedules. Patrons can contribute name suggestions for the bookmobile.

b. Bookmobile Policy - The Director is working on a suitable policy that will include the mission statement, purpose of the bookmobile, circulation and conduct. The board worked on the policy together and will continue at future meetings.

4. Strategic Plan

a. During the Board's 5 minute futuristic thinking and brainstorming session the Director shared a video made by Emily Riewestahl and Angie using the Zoom recorder purchased for the Community Powered Project. The video was the oral history of an object. The Director said that the Zoom recorder could possibly be used at a future History Harvest where local people bring an object from the past and discuss it.

b. Update on community survey - The Director is still working on this.

5. 2023 Budget - The Board discussed the draft budget. Johnson made a motion for a 6 % increase in wages for the Director to be included in the budget. Bruce 2nd, Motion carried. The Board will discuss revised draft budget at the next meeting.

6. Library Policies Bi-Annual Review (Review Library Director, Conflict of Interest, and General)
Tabled for next meeting.

G. NEW BUSINESS –

1. Hotspot Policy -Tabled for next meeting.

H. LIBRARIAN'S REPORT –

1. The Board expressed their gratitude for Jerry Fabert's long and valued service. Thank you Jerry for serving on the board!
2. Community Powered update – Training in Milwaukee, welcome Emily.
3. Team training - The staff participated in a Find the Librarian Hunt followed by a team lunch.
4. Trustee Training Week - The Director will email Board members dates of online training courses available to them.
- 5 The first donation to the building fund came in from Roger and Carolyn Pittman, which was a generous \$1000. Thank you!
6. New emails – The Director said the new email addresses for the library are now more secure. The library has subscribed to Google Workspace which costs \$60 a month for 10 users.
7. Northwoods Ukulele Festival will take place on August 27th starting at 1pm at Railroad Park.
8. Community First & food insecurity resources updates - There has been an increase in demand for care and food packages.
9. Library Statistics - the numbers show usage is still rising!
10. Other reports - The Library Carnival was a great success, which 190 children and adults attended.

I. FINANCIAL REPORT –

2022: **TOTAL EXPENDITURES FOR 2022 = \$ 226,457.38**

TOTAL REVENUE FOR 2022 = \$ 349,947.13

REPLACEMENTS = \$ 364.77

LIBRARY DONATIONS= \$ 12,510.78

LIBRARY DONATIONS RESTRICTED = \$ 3,089.14

GRANTS = \$ 966.57

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: \$ 51,000.00

LIBRARY UNDESIGNATED FUNDS ACCOUNT: \$ 23,448.47

J. NEXT MEETING – July 26, 2022 @ 5:00 p.m.

K. ADJOURN - 1st by Johnson, 2nd by Kevan to adjourn the meeting. Meeting adjourned at 7:24 pm