

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting
421 High Street, Spooner, WI
August 23, 2022 Minutes

1) CALL TO ORDER

Waltz (Vice President) called the meeting to order at 5:00pm

2) ROLL CALL

Waltz, Bodzislav, Gagnon, Danford, Johnson, Stone (Virtual), Bruce, Hopke
Guests with updates on projects - Emily Riewestahl the Community Powered Project Manager and Katy the Outreach Librarian. Absent Kevan, Ford

3) APPROVAL OF PREVIOUS MINUTES

1st by Gagnon, Waltz 2nd, Motion passed.

4) APPROVAL OF MONTHLY VOUCHERS

Vouchers #115 -# 125 Totaling \$8,728.86. 1st by Johnson, Waltz 2nd, Motion carried.

5) PUBLIC COMMENT – None

6) OLD BUSINESS

a) The Board discussed forward/strategic thinking - Suggestions for a possible virtual tour, a fundraiser. Hopke suggested exploring partnering up with local entities for events in the community. The library now has VR goggles for programs.

b) Library's Response to COVID-19 - Some of the library staff started to wear masks as Covid cases have risen in the area. The Director said that in the event that they are too short staffed due to sickness, the library will close. The end of year reading party will be changed to an outdoor ice cream party instead of an indoor movie due to COVID concerns.

c) Feasibility Study - It was deemed unnecessary to go into the anticipated closed session, as the Director is still waiting for feedback on a possible future site for the library.

d) Bookmobile Update

The Bookmobile name has been selected and is now - Bibliodragon, The Books and Bread Bookmobile. The vehicle will be wrapped next week and the Acore shelving has arrived. Deadline is December 31st 2022 to spend the remaining grant money. Katy presented the Board with the 4 updated routes for the Bookmobile, which cover a large area of Washburn county, visiting 12 stops in total. Each route will be visited once a month. Most destinations will be at Town Halls, but if the Town Halls are deemed not feasible, churches and Veteran Halls can be contacted. Katy is a member of ABOS which is a Book Mobile Association, which puts her in touch with other outreach programs. There was a discussion on how the Library will issue Bookmobile library cards. The Board continues to work on the Bookmobile Policy. Katy will give a short presentation of the Book Mobile and its routes at the County meeting along with the budget request for the outreach programme funding.

e) Approve Hotspot Policy

Johnson made a motion to adopt the Mobile Hotspot Policy. Hopke 2nd. Motion carried.

The Director will investigate how misuse gets flagged and report back to the Board.

f) Bi-Annual Policy Manual Review

Due to a recent incident at the library it was deemed to introduce a Stop Gap Motion in

the Patrons Policy regarding overnight stays on library grounds. Hopke motioned that **item 13** to include a policy of no camping or overnight stay permitted on the library grounds. Johnson 2nd, Motion carried. The Board will continue working on the Bi-Annual Manual Review policy at the next meeting on page 6, Library Director, Conflict of Interest, General.

7) NEW BUSINESS –

To improve the office space, the Director presented the board with a request for approval to purchase 2 desks and chairs for Shar & Nicki's workspaces at the total cost of \$1400, using donation money. 1st Stone, Bruce 2nd, Motion carried.

8) LIBRARIAN'S REPORT –

- a) Welcome Jackson Johnson-Weltzin and Rallye Downer, Library Aides / farewell Charity Petersen.
- b) Community Powered update - Emily gave an enthusiastic update of the events that have taken place and work that she has already carried out which includes Stories of Those Who Served that took place at the Fair. Help Spooner Grow which gathered ideas from the public at the Farmers Market. Engaging beyond our walls, Virtual Reality projects and a Hive Mechanics Grant are some of the next things she is working on. Katy and Emily will be trained on how to prepare a permanent story walk that would have displays featuring QR codes of linked stories that children can access as they walk along a designated path. Scavenger hunts in the future could also feature QR codes.
- c) Community First & food insecurity resource statistics show there is still a growing need for the services offered. The WashCo Grows Community Gardens are now harvesting produce and bagging them up for distribution. At this point almost 150 pounds have been harvested from the library garden beds.
- d) Library Statistics - Stats are looking good.
- e) Other reports - The board had a discussion on procedures should a First Amendment Audit take place at the library.

9) FINANCIAL REPORT –

TOTAL EXPENDITURES FOR 2022 = \$ 302,592.98 TOTAL REVENUE FOR 2022 = \$ 371,300.12

REPLACEMENTS = \$ 406.77

LIBRARY DONATIONS= \$ 13,282.11

LIBRARY DONATIONS RESTRICTED = \$ 3,249.13

GRANTS = \$ 10,544.72

COUNTY CONTRIBUTIONS = \$ 146,505.73

GENERAL PROPERTY TAXES = \$ 186,500.00

OTHER = \$ 52.15

REIMBURSEMENTS & SCHOLARSHIPS: \$ 590.68

SAVING ACCOUNT BALANCES:

LIBRARY SAVINGS: \$ 6,702.29

LIBRARY SPECIAL BUILDING FUND: \$ 51,000.00 LIBRARY

UNDESIGNATED FUNDS ACCOUNT: \$ 23,448.47

10) NEXT MEETING - September 27th @ 5:00 p.m.

11) ADJOURN 1st by Johnson, 2nd by Hopke to adjourn the meeting. Meeting adjourned at 7:15pm