

## SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting  
421 High Street, Spooner, WI  
November 16th, 2022

### MINUTES

- A. CALL TO ORDER** – Kevan called the meeting to order at 5:00pm
- B. ROLL CALL** – Kevan, Bodzislaw, Johnson, Ford, Gagnon, Hopke, Stone, Bruce, Danford (by Zoom)  
Guest - Community Powered Project Coordinator - Emily Riewestahl  
Absent - Waltz
- C. APPROVAL OF PREVIOUS MINUTES** – Gagnon made a Motion to approve the two previous Minutes from October 25th and the Special Meeting on November 7th, 2nd by Johnson, Motioned carried.
- D. APPROVAL OF MONTHLY VOUCHERS** – #155 - #167 Totalling \$10,995.18. Motion made by Kevan, 2nd by Stone. Motion carried.
- E. PUBLIC COMMENT** – None
- F. OLD BUSINESS** –
- Community Powered update and approval of final project. Emily shared the various projects she has been working on, including connecting Spooner's past to its future through a local storytelling project, partnering with local organizations, looking at teens as assets to our community through a lock-in event to be held at the library. Kevan made a motion to accept the final Community Powered project plan, 2nd by Bruce, Motion carried.
  - The Board and Director devoted 5 minutes to futuristic thinking per the Strategic Plan. Ann Hamland, who works on the library's website, suggested that the board answer specific questions about the building project for the website. Ideas to include in the FAQ would be - Why doesn't the current building work? Why do we need a bigger library? What would the new library do- collaboration of space? Why is green space important? What would it cost? How can I support the project in the community? Collecting ideas through a survey. The board discussed these questions to be added to the website.
  - Library's Response to COVID-19 - Keeping as is.
  - Feasibility Study
    - The director informed the board that SEH's report is coming soon - Cost of Operation report & estimated cost of remodel.
    - Next Steps - City Finance meeting, 11/29 @ 8:15 am | City Council meeting, 12/06 @ 5:00 pm, The Director will be attending these meetings and Board members also encouraged to attend if available.
  - Bookmobile - Update – The Board viewed the completed wrap featuring the Bilblodragon design wrap and are looking forward to seeing the bookmobile in operation. Next steps are the installation of the ramp and the bookshelves, books still need to be purchased. The Bookmobile routes are finalized. The Bookmobile Policy will be postponed until the next meeting.
  - 2023 Budget -The Director informed the Board that the Budget was ready for the final vote of approval with no changes from last month. Johnson made a motion to approve the 2023 final Budget, 2nd by Hopke, Motion carried.
  - Bi-Annual Policy Manual Review

The Board reviewed the NWLN Consortium section. Stone made a motion for the Membership renewal to Northern Waters Consortium to be approved, Hopke 2nd. Motion carried. Kevan signed the membership renewal. The Board updated the Book Challenge Form and policies using recommendations from the American Library Association and Book Riot. Kevan made a motion to update the form and

policy, 2nd by Ford. Motion carried. The board will examine code of conduct and program attendance policies in December.

**G. NEW BUSINESS – None**

**H. LIBRARIAN'S REPORT –**

1. Director's Report – Some upcoming events are Stuffed Animal Sleepover, Mischief Makers, Savvy Senior Book Club, Children's Story Hour, Teen Nintendo Switch Party, Card Game Night, History Harvest, Christmas Uke Jam, Poetry Workshop, Teen Tech Night, Cookie Swap, Lego Club, Moonlit Snowshoe and, Bingo for Books.
2. Library & Food Insecurity Updates - There very much is a need for this service to the community.
3. Other reports - A \$1,000 donation is to be used for programs that people would not normally attend.

**H. FINANCIAL REPORT –**

**2022: TOTAL EXPENDITURES FOR 2022 = \$ 382,478.77**

**TOTAL REVENUE FOR 2022 = \$ 392,201.36**

REPLACEMENTS = \$ 563.33

LIBRARY DONATIONS= \$ 15,121.21 (includes carryover)

LIBRARY DONATIONS RESTRICTED = \$ 3,394.13 (includes carryover)

GRANTS = \$ 39,638.59

COUNTY CONTRIBUTIONS = \$ 146,730.09

GENERAL PROPERTY TAXES = \$ 186,500.00

OTHER = \$ 254.01

**SAVING ACCOUNT BALANCES:**

LIBRARY SAVINGS: \$ 6,702.29

LIBRARY SPECIAL BUILDING FUND: \$ 51,000.00

LIBRARY UNDESIGNATED FUNDS ACCOUNT: \$ 23,448.47

**I. NEXT MEETING – December 20th 2022 @ 5:00 p.m.**

**J. ADJOURN - 1st by Kevan, 2nd by Ford to adjourn the meeting. Meeting adjourned at 5:55pm**