

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting
421 High Street, Spooner, WI
March 28, 2023
MINUTES

A. CALL TO ORDER – Kevan called the meeting to order at 5:00pm

B. ROLL CALL – Kevan, Bodzislav, Johnson, Gagnon, Waltz, Stone, Bruce, Clair

Absent: Hopke, Ford

Guest: Community Powered Project Coordinator - Emily Riewestahl

C. APPROVAL OF PREVIOUS MINUTES – Waltz made a motion to approve the previous minutes, 2nd Kevan. Motion carried.

D. APPROVAL OF MONTHLY VOUCHERS – #30 - #44 Totaling \$9,204.71 Motion made by Kevan, 2nd by Johnson. Motion carried.

E. PUBLIC COMMENT – None

F. OLD BUSINESS –

1. The Board and Director devoted 5 minutes to futuristic thinking per the Strategic Plan. 2. Kevan wondered if SEH could reevaluate our current working space at the library to see if there were better ways to manage the space.
2. Community Powered Update - Emily gave feedback on the recent Teen Powered Lock in on March 11th. She said the 29 teens that attended the event really enjoyed it and left feeling more connected to the community, making them more aware of community resources and needs. Emily's year-long stay at the library is coming to a close at the end of May. But in the meantime, she is still very involved organizing various events which include a Wisconsin 101 Badger Talk workshop by Tom Broman on Saturday April 29th, followed by a history harvest. Then on Thursday May 11th Luke Sprague who is the Oral Historian at the Wisconsin Veterans Museum will share his work and offer yet another opportunity for the Veterans in our community to record their stories. With regard to her collaboration with the Railroad Park, she is also putting in place a digital Railroad Heritage Days Scavenger Hunt that will take place on Saturday June 17th.
3. Library's Response to COVID-19 - No changes
4. Feasibility Study - The Director said that the City has approved the 1st right of refusal document for the property next door. The next step is to get the form signed. The cost of rerouting the fiber in the alleyway still remains an issue.
5. Bookmobile - The Bookmobile has done a full schedule including Books and Bread. There has been one change in the schedule which is Birchwood Village Hall to Birchwood Town Hall. Volunteers are still needed to ride in the Bookmobile. Spooner Town Hall is interested in being included in the route.
6. Bi-Annual Policy Manual Review and Vote for Approval
 - a. Review "Security Camera Policy," "Statement of Complaint Form," "Disaster Policy," "Pandemic Policy," "Library Bill of Rights," and "The Freedom to Read." Consider adopting "Social Media Policy." Vote to approve the Library Policy Manual with all updates. Stone made a motion to accept the updated Policy Manual, 2nd by Johnson. Motion carried.

G. NEW BUSINESS –

1. Approval of the 2023 Northern Waters Library Network Compliance Agreement

- Kevan made a motion to approve the Compliance Agreement, 2nd by Stone. Motion carried. The document was signed by the Director and President and will be submitted to Northern Waters.
2. **Building Upkeep** - The Director informed the Board that the back room door needs a new weather strip and the sidewalk near the fountain and front door has deteriorated over the winter. The Director will ask the City what can be done to fix the sidewalk.

H. LIBRARIAN'S REPORT –

1. **Director's Report** – The library needs a new school representative on the Board, as Pete Hopke is stepping down due to accepting a job in a different school system. Chris Berghammer who is the principal of Spooner Elementary School will be the new school representative.
2. **Upcoming Spring programs**- The Newsletter is about to be finalized and it is to include many events and activities - something for everyone!
3. **Other reports** - The Director introduced Sam Clair who is a resident of the City of Spooner and has applied to be a new member on the Library Board. The Director is waiting for the Mayor's approval for the position. In the meantime, the Board gave him a warm welcome.

I. FINANCIAL REPORT –

2023: TOTAL EXPENDITURES FOR 2023 = \$ 72,352.69

TOTAL REVENUE FOR 2023 = \$ 226,160.02

REPLACEMENTS = \$40.04

LIBRARY DONATIONS= \$ 3,851.38

LIBRARY DONATIONS RESTRICTED = \$ 5,886.08

GRANTS = \$ 571.41

COUNTY CONTRIBUTIONS = \$ 215,806.12

GENERAL PROPERTY TAXES = \$ 0.00

OTHER = \$ 0.00

SAVING ACCOUNT BALANCES (NOT UPDATED):

LIBRARY SPECIAL BUILDING FUND: \$ 51,000.00

LIBRARY UNDESIGNATED FUNDS: \$ 81,658.54

CARRYOVER RESTRICTED DONATION: \$ 1,000.00

J. NEXT MEETING – April 25, 2023 at 5:00 PM

K. ADJOURN - 1st by Johnson, 2nd by Kevan to adjourn the meeting. Meeting adjourned at 6:50 pm