

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting
421 High Street, Spooner, WI
May 27, 2025 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. UNFINISHED BUSINESS –

1. The Board and Director will devote 5 minutes to futuristic thinking per the Strategic Plan
2. “Expanding for Books & Beyond”
 - a. Update on Acquisition of Fire Hall
 - b. Update from Capital Campaign Committee
 - c. Grant Update
3. Discuss/Possible Action – Biannual Review of Employee Handbook – Section 6: Library Calendar; Section 7: Confidentiality, Email Maintenance – Link to Employee Handbook with suggested edits which are highlighted can be found at <https://spoonerlibrary.org/library-board/>

G. NEW BUSINESS –

1. Annual Review of Director – At this time the chairman anticipates going into closed session as per State Statute 19.85(1):19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises to discuss the annual library director evaluation. The board may deliberate and possibly act on items discussed in closed session.
2. Reconvene Into Open Session. Possible Action.
3. Term Expiration – Chris Bruce’s Term Expires June 30th.
4. Discuss/Possible Action – Director request for authorization and approval of Board to conduct interviews and possibly hire staff family member (teen family members are interested in applying for the upcoming Library Aide position).

H. LIBRARIAN'S REPORT –

1. Director’s Report
 - a. Team Check-Ins
 - b. Outreach Updates
 - c. Upcoming Events
 - d. Summer Reading Program
2. Other Reports –

I. FINANCIAL REPORT –

2025: **TOTAL EXPENDITURES FOR 2025 = \$ 117,073.86**

TOTAL REVENUE FOR 2025 = \$ 447,779.65

REPLACEMENTS = \$ 201.95

LIBRARY DONATIONS= \$ 2,773.17

LIBRARY DONATIONS RESTRICTED = \$ 2,748.00

GRANTS = \$ 1,000.00

COUNTY CONTRIBUTIONS = \$ 251,877.72

GENERAL PROPERTY TAXES = \$ 192,000.00

INTEREST OTHER SOURCES = \$ 702.73

CAPITAL OUTLAY REVENUE = \$ 0.00

MISCELLANEOUS REVENUE = \$ 0.00

BUILDING FUND REVENUE = \$ 201,217.51

DONATION CARRYOVER REVENUE = \$ 0.00

SAVING ACCOUNT BALANCES

UNDESIGNATED FUNDS ACCOUNT = \$103,644.75

SAVINGS = \$63,487.78

BUILDING FUND = \$233,920.97

RETIREMENT/SICK LEAVE = \$10,000.00

BOOKMOBILE REPAIR/REPLACEMENT = \$8,078.21

J. NEXT MEETING – June 24, 2025 at 5:00 PM

K. ADJOURN