

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting
421 High Street, Spooner, WI
September 23, 2025
MINUTES

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

B. ROLL CALL – Kevan, Bodzislav, Waltz, Johnson, Clair, Banker, Oja, Skoff, Bruce

Absent: Ford

Attendee: Nick Koverman- City of Spooner Administrator

C. APPROVAL OF AGENDA – Johnson made a motion to approve the September Agenda, 2nd by Oja, Motion carried.

D. APPROVAL OF PREVIOUS MINUTES - Oja made a motion to approve the August minutes, 2nd by Johnson. Motion carried.

E. APPROVAL OF MONTHLY VOUCHERS - Kevan made a motion to approve vouchers #175 -#196, totalling \$9121.34, Johnson 2nd. Motion carried.

F. PUBLIC COMMENT – None

G. UNFINISHED BUSINESS –

1. Futuristic thinking per the Strategic Plan - Koverman said that there were some exciting things being planned for the City celebration of the Semiquincentennial Celebration, including a calendar featuring different events over the year, which may include a Mayor's Ball. The theme for the Library Summer Reading Program will be -Read, White and Blue.

The board and director discussed naming opportunities for the future library in honor of Dave and Ted Schmitz who purchased the Fire Hall for the new location of the library.

2. "Expanding for Books & Beyond" – Assessments- Koverman presented the assessment that SEH prepared concerning the condition of the Fire Hall. SEH has concluded that the building could be saved. As it is an old building the next step will be to see if the limitation and costs can be overcome. The SEH Appraisal will be handed over to Berghammer Construction, who will inspect the building and give their opinion on what the cost may be to carry out work. Berghammer Construction are doing their assessment free of charge.

3. Budget 2026 - the Director is still waiting on budget approvals from the City and County. Washburn County will be having their finance budget meeting on Wednesday 1st October.

4. Strategic Plan (2027-2032) - The Director said that a Strategic Planning Committee has been formed and as the current plan is good through 2026, this gives the new committee a year to work on the next 5 year Plan to start in 2027.

H. NEW BUSINESS –

1. Digitizing Microfilm with Ancestry The Board had a discussion of the benefits of using newspapers.com (through Ancestry) for the digitization of the library's microfilm which would be of no cost to the library yet provide the community and library staff the ability to view the digitized content within the library for free. Oja made a motion to use Ancestry to digitize all the papers and materials that the library has. 2nd by Clair. Motion carried.

2. Building Maintenance Checklist - Rot on siding - Koverman will have City Maintenance look at the condition of the siding. Arrangements to be made for the furnace to be serviced and a plumber to look at the water heater and the drinking fountain.

I. LIBRARIAN'S REPORT –

1. Director's Report

a. Welcome Marggie Banker – School Representative, The Mayor has approved Banker's position

and the Board gave her a warm welcome!

b. Statistics - At present there are 5,356 patrons. There were 400 more circulations than last month and 476 visits to the Bookmobile.

c. Outreach Updates - The Spooner 1st graders from Spooner Elementary visited the library and received their own library cards. St Francis De Sales School 1st graders will visit the library on Thursday to get their cards. There is a new a new Storywalk in the City Park.

d. Fall 2025 Newsletter – The new Fall Newsletter will soon be available and will offer many exciting events and programs. The Newsletter is available on the Website, via email, and printed copies can be obtained at the front desk.

2. Other Reports – Library Foundation Meeting Recap - the members met for the 1st time and appointed officers and established bylaws. Next step will be to open a bank account in order to start accepting donations for the Library Foundation.

Community Survey - The Annual Community Survey will be launching soon - all are encouraged to complete the survey.

Library of Things Additions - The Library of Things collection has had numerous additions including a bird watching kit, a telescope, BluRay and DVD players, a Karaoke Machine, Magna-tiles, a metal detector, a pickleball set and many other items. These additions have been made possible through a generous donation in memory of Jeff Kormas and a Collection Development Grant.

J. FINANCIAL REPORT –

2025: **TOTAL EXPENDITURES FOR 2025 = \$ 478,840.60**

TOTAL REVENUE FOR 2025 = \$ 657,874.67

REPLACEMENTS = \$ 201.95

LIBRARY DONATIONS= \$ 5,522.46

LIBRARY DONATIONS RESTRICTED = \$ 5,139.00

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 = \$ 201,430.81

DONATION CARRYOVER REVENUE = \$ 0.00

SAVING ACCOUNT BALANCES

UNDESIGNATED FUNDS ACCOUNT = \$103,644.75

SAVINGS = \$63,487.78

BUILDING FUND = \$58,849.35

RETIREMENT/SICK LEAVE = \$10,000.00

BOOKMOBILE REPAIR/REPLACEMENT = \$8,078.21

K. NEXT MEETING – October 28, 2025 at 5:00 PM

L. ADJOURN - 1st by Kevan, 2nd by Clair, Motion carried. Meeting adjourned at 5: 48pm