

## Spooner Library Board of Trustees

May 26, 2026

### 1. Call to Order

- a. Kevan called the meeting to order at 5:00 pm.
- b. Present: Banker, Clair, Johnson, Kevan, Oja, Waltz
- c. Apologies: Bruce, Gagnon
- d. Absent: Ford
- e. Other Attendees: Bodzislaw (Director)

### 2. Action Items

- a. Approval of Agenda – Motion by Waltz; 2<sup>nd</sup> by Clair. Motion carried.
- b. Approval of Previous Minutes – Motion by Waltz; 2<sup>nd</sup> by Johnson. Motion carried.
- c. Approval of Monthly Vouchers #74-99, totaling \$34,460.67. – Motion by Kevan; 2<sup>nd</sup> by Johnson. Motion carried.

### 3. Public Comment

- a. None

### 4. Unfinished Business

- a. 5 minutes for futuristic thinking per the Strategic Plan – Clair mentioned that Frisbee discs in the Library of Things could provide people a way to play the disc golf course at College Street Park.
- b. Update on Strategic Plan: it has been reviewed and will be brought to the Board at end of summer.
- c. “Building for Books and Beyond” – Met with OPN and increased square footage of design, using input from the open house earlier in the month. There are new ideas on floor plan and on book drops, and will meet with OPN again in a fortnight. Community feedback is aligned with direction library is taking.

- d. Board discussion on a commercial kitchen in the makers space of new library. This could become a reality eventually, including opportunity for patrons to rent out after hours.
- e. Comments on how OPN continually seeks ways to reduce building costs. For example, combining bathrooms.
- f. Building Project Schematic Design Payment Source – Sufficient funds lacking in the building fund to cover payment of schematic design. \$25,866 has been spent to date; \$44,788.28 is in the Library Special Building Fund; and \$99,500 is needed in total. \$28,845.72 is the balance needed still, and can be taken from Library Savings Account.
  - i. Motion by Clair to use up to \$29,000 from Library Savings Account to cover schematic design contract by OPN; 2<sup>nd</sup> by Johnson. Motion carried.
- g. Biannual Review of Policy Manual
  - i. Conflict of Interest, General
  - ii. Next time: Patron Policies through Circulation, and add Restrictions on Hoopla

## **5. New Business**

- a. Discussion – Annual Review of Director – At this time chairman Kevan made a motion to go into closed session as per State Statue 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; 2<sup>nd</sup> by Waltz. Motion carried. 5:29 pm begin closed session. At 5:44 pm. Oja motioned to return to open session; 2<sup>nd</sup> by Johnson. Motion carried.
- b. To add to June Agenda: permission for library to fund Director's participation in Leadership Washburn County.

- c. Discussion – Term Expirations – Marggie Banker, Audrey Kevan, Carol Waltz, and Sam Clair have terms that expire June 30. Oja commented that all will be voted back in.

## 6. Reports

- a. Director Updates
  - i. Have had check-ins with all but two staff
  - ii. WAPL recap – Director sent WAPL recap out in email for board to look at
  - iii. Summer Reading Program - \$3000 in support from community sponsors
  - iv. E-mail hackers – looking to improve security of Library email
  - v. Inventory of Library is complete and staff is very tired as a result
- b. Foundation updates
  - i. Waiting for photographer for pet photos to be used in fundraiser
- c. Outreach Updates
  - i. Katie is involved with a Libraries Accessibility Forum and is using a \$10,000 grant to work with the community
- d. Financial Report
  - i. There is increased building maintenance, and Director will talk to Nick about adding another person
  - ii. Carpet cleaning in June
- e. Statistics
  - i. 8000 checkouts total
  - ii. Recent increase in Books and Bread use
  - iii. Seeing diminished circulation, but the bookmobile is also out of commission

## 7. Adjournment

- a. Motion by Clair to adjourn at 5:59 pm; 2<sup>nd</sup> by Waltz. Motion carried.

- b. Next meeting is June 23, 2026 at Spooner Memorial Library, 5:00 pm

Submitted by Trustee, Samuel Clair