

Minutes March 15, 2022
Edward U. Demmer Memorial Library
Library Board of Trustees Meeting

Trustee Attendance: Ann Asbeck, Dianna Blicharz, Jeff Boehm, Kathleen Olkowski (virtual), Patty Wallesverd

Absent: Steve Garbowicz, Dan McKissack

Other Attendees: Erica Brewster (director), April Lammert (guest, virtual), Doug Stingle (guest, virtual)

Ann Asbeck called the meeting to order at 4:31 p.m.

Agenda:

Motion by Jeff, seconded by Patty, to approve the agenda in any order. All ayes, motion carried.

Approval of Minutes: Motion by Patty, seconded by Dianna, to approve the minutes of the February 15, 2022, regular meeting as presented. All ayes, motion carried.

Correspondence:

Email from concerned citizen to the Board of Trustees requesting the board remove the mask mandate in the library in light of the reduced number of COVID cases.

Kathleen received contact from BMO bank manager asking if there is anything they can do to provide service to us regarding our accounts.

Committee Reports:

Three Lakes Public Library Foundation: has not met since the last library board meeting. Will meet on March 17 to discuss the landscaping proposal, Story Book Gardens, solar project.

Oneida County Library Board: will meet on Thursday, March 24.

Director's Report:

- Director's Report: Erica presented an infographic summary of the 2021 annual report approved at the February meeting. The board requested that this information be presented to the town board.
- Building and Maintenance Report: Updated the status of cracking sidewalks, saturated IT room duct, and new furnace issue encountered 3/15 (to be reported on the April report). Discussion of addressing the clay beneath the building and impacts on sidewalks during freeze/thaw cycle.

Budget Review:

Motion by Patty, seconded by Jeff, to approve vouchers 21-32 for February-March 2022 for payment from the town account. All ayes, motion carried.

Motion by Patty, seconded by Kathleen, to approve payment of bills from the special accounts. All ayes, motion carried.

Reviewed public budget expenditures to date. Kathleen asked Erica to double check the total under Equipment Contracts. Erica said she would double check and report back at the next meeting.

Canoe night mini-grant: Motion by Patty, seconded by Kathleen, to fund the canoe night program with funds from used book sale proceeds. All ayes, motion carried.

Old Business:

- Library services during COVID-19:

Motion by Jeff, seconded by Dianna, to end the requirement to wear masks, effective immediately, until is determined by the library board there is a need to revisit. All ayes, motion carried.

Noted that there is desire not to have any stigma associated with the choice to wear masks

- 2022 Candidate Forum:

Event will be held at the school auditorium and commons area on Wednesday, March 30. \$150 donation from Wisconsin Public Education Network and Wisconsin Alliance for Excellent Schools will cover refreshments; program will have 4 candidates for town board, 3 candidates for school board, and 3 candidates for county board seats. Reviewed the plan for the evening and remaining tasks.

- Personnel Policy and pay comparables:

Patty reorganized and reworked the handbook and next step would be to have a discussion with Sue.

- Trustees Essentials Chapter 4:

Moved to next meeting.

New Business:

- Solar project:

Presentation by Doug Stingle, Northwind Solar, of three options for installing a solar array at the Demmer Library. Discussion of next steps to proceed including meeting with town officials to identify viable options and to review options and funding status with library foundation.

- Review/approve – agreement to create Demmer branding package:

Motion by Dianna, seconded by Jeff, to support the branding project and pass the contract to the Foundation for financial support. All ayes, motion carried.

- Report on employee exit interviews:

Patty and Ann reported on exit interviews held with two employees who will be leaving at the end of the month. Both had very positive experiences working here. Both raised opportunities for offering benefits that could make the positions attractive long-term for new candidates

Future agenda items:

Comments from citizens:

Next Meeting: Regular meeting April 19, 2021, 4:30 pm in the lower level of the library and/or via video/teleconference.

There being no further business, Patty moved to adjourn, seconded by Dianna. All ayes, motion carried. The meeting adjourned at 7:03 PM.

Respectfully submitted: Erica Brewster, Director