

Approved Minutes May 21, 2024  
Edward U. Demmer Memorial Library  
Library Board of Trustees Meeting

Trustee Attendance: Patty Wallesverd, Rich Mahlerwein, Dan McKissack, Dianna Blicharz, Kathleen Olkowski, Karen Meyer

Other Attendees: Jill Roth, April Hansen

Absent: Jeff Boehm

Dan McKissack called the meeting to order at 4:01 p.m.

**Agenda:**

Motion by Dianna, seconded by Karen to approve the agenda in any order the president sees fit. All ayes, motion carried.

**Approval of Minutes:**

Motion by Rich, seconded by Patty to approve the regular meeting minutes of March 19, 2024 as amended. All ayes, motion carried.

Motion by Patty, seconded by Rich to approve the regular meeting minutes of April 16, 2024 as presented. All ayes, motion carried.

**Correspondence:** County reimbursement letters will be sent out for 2025.

**Committee Reports:**

Three Lakes Public Library Foundation: Have not met. Approved monies to be used to for WAPL.

Oneida County Library Board: Had not met since November 2023. Introduced Dianna Harris, Lenore Lopez, Amanda Zoeller, Jill (absent). New president elected Dianna Harris, and Vice President Dianna Blicharz. Next meeting will be July 18.

**Director's Report:**

Discussion: Jill Roth reported on changes to report. Talked about the incident involving the police, that the library is secure and patrons/staff are safe. Jill has offered counseling to staff member. Fantastic programming numbers, particularly in self-directed. E-book and E-audiobook numbers continue to climb.

**Building and Maintenance Report:**

TV needed to replace the tv in the vestibule. Dianna made a motion to approve the mini-grant and forward it to the foundation. Patty seconded. All ayes, motion carried.

**Budget Review:**

Public Accounts: Discussion. Motion by Patty, seconded by Rich, pay bills for April/May 2024 for payment from the town account. All ayes, motion carried.

Special Accounts: Motion by Patty seconded by Karen to approve payment of bills from the Laona Bank Special Account. Discussion. All ayes, motion carried.

Former Friends: Notification of two routine purchases

2024 Budget Review: Discussion. Question on why adult programming was 104%. The operational budget has been spent and now the funds provided by the Library Foundation will be used to cover the rest of the needed supplies.

**Old Business:**

Progress on Strategic Planning Committee: Discussion: Rich will reach out to people soon.

Trustee Handbook Review:

**Chapter One:**

**Chapter Two:** WVLS hosts a trustee webinar. Board interested in attending. Discussion Questions addressed.

Review the logo/marketing package MOU: Discussion: Will present on next meeting.

**New Business:**

Public Notice Bulletin Board and Public Access Channel Policy Review: Discussion: Motion by Rich seconded by Patty to approve amended policy. Discussion. All ayes, motion carried.

Election of Officers: Discussion: Dianna nominates Rich as Vice President. Karen second. Rich accepts. Roll call vote: all ayes.

Moving Bank Accounts: Discussion: Bank accounts currently at BMO will be moved to Forward Bank.

**Comments from Citizens:**

**Future items:**

**Next Meeting: Regular meeting on June 18, 2024, 4:00 pm in the lower level of the library and/or via video/teleconference**

The meeting adjourned at 5:08 PM. Motion by Rich, Seconded by Patty.

Respectfully submitted: Jill Roth, Director