

Approved Minutes June 18, 2024
Edward U. Demmer Memorial Library
Library Board of Trustees Meeting

Trustee Attendance: Patty Wallesverd, Dan McKissack, Dianna Blicharz (virtual), Kathleen Olkowski, Karen Meyer, Jeff Boehm

Other Attendees: Jill Roth, April Hansen

Absent: Rich Mahlerwein

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

Agenda:

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

Approval of Minutes:

Motion by Patty seconded by Karen to approve the regular meeting minutes of May 21, 2024, as presented. All ayes, motion carried. (Jeff abstains, was absent)

Correspondence:

Committee Reports:

Three Lakes Public Library Foundation: June 12th meeting. Annual meeting. Elected same officers, Rosie O. stepped down and are looking into a new member. Plan for another meeting in September. Regular meeting followed. Approved \$130 to buy a new TV for vestibule. Electrical in Celebration Garden is complete, landscaping on the west side is finishing up.

Oneida County Library Board: Not met. Meet again July 18th.

Director's Report:

Discussion: Note of Plant Swap ended up raising funds. Jill has instructed Candice to push the book budget to get circulations up. Pushed back June usage count to the third week in June. Trying to get more aggressive with social media and find data to back this. Memorial Day Book Sale went very well, better than any previous Memorial Day Book Sale. Karen is going to champion the effort. Discussion of how the Friends of Library funds are best used. Veteran's Office Hours start tomorrow.

Building and Maintenance Report:

Discussion: Storybook Gardens open. Lighting is installed that is controlled by an app. The new TV for the vestibule will hopefully be installed by the end of the week. Meeting with Pat Volk next week about Veteran's Memorial. Waste bins for the library will need to be moved from Johnson House while the historical society has the house worked on.

Budget Review:

Public Accounts: Discussion. Motion by Patty, seconded by Kathleen, pay bills for May/June 2024 for payment from the public funds voucher list. Question of fire suppression system payment. Question about e-book payment and explanation. All ayes, motion carried.

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

2024 Budget Review: Discussion.

Expectations and requirements for 2025 capital and operating budgets due July 10th: Discussion: FYI-about the timetable from the town. The next OCLB meeting will be discussing the request from the county. Town requires a 0% budget increase. Town of Three Lakes will give the same amount money as last year. The library board decides how those funds are spent. Discussion of town budget and history. Encouragement to ask Sue Harris about any town questions.

Old Business:

Progress on Strategic Planning Committee: Tabled

Review the logo/marketing package MOU: Discussion: Preview handed out at the meeting. Hoping to finish the package by next meeting.

Moving BMO Bank Accounts: Discussion: Kathleen is going to close the accounts later this week, getting a cashier's check and giving to the library to open the new Forward Bank account. Jill will bring it to Forward Bank to get the new account opened right away.

New Business:

Salary Law Change Information: FYI-Explanation of Department change. Jill will be working closer to 40 hours a week to comply with the law.

Comments from Citizens:

Future items:

Next Meeting: Regular meeting on July 16, 2024, 4:00 pm in the lower level of the library and/or via video/teleconference

The meeting adjourned at 4:44 PM. Motion by Karen, Seconded by Patty. All ayes. Meeting Adjourned

Respectfully submitted: Jill Roth, Director