

Approved Minutes July 16, 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, Rich Mahlerwein

Other Attendees: Jill Roth

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

Agenda:

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

Retirement Request:

Motion by Rich, second by Patty to accept Carolyn's Retirement Request. All ayes, motion carried.

Quarterly Reports: Discussion. The timing of cashing checks between county reimbursements and checks to the town made it appear as though there was a large gain in the first quarter and a large loss in the second quarter. The Maintenance account income is the disbursement from the Demmer Trust. Motion by Rich, second by Kathleen to approve the quarterly report. All ayes, motion carried.

Approval of Minutes:

Motion by Patty seconded by Jeff to approve the regular meeting minutes of June 18, 2024, as presented. All ayes, motion carried. (Rich abstains, was absent)

Correspondence:

Committee Reports:

Three Lakes Public Library Foundation: Library Foundation will meet in September.

Oneida County Library Board: Will meet Thursday (July 18, 2024).

Director's Report:

Discussion: Summer reading participation is exploding! Best problem to have. Microfilm contract is renegotiated. Jill is working to bring in snacks for Trustee Trainings. ILS merger vote with Northern Waters will be taking place soon. This is the catalog the libraries use between the two consortiums. If you have questions or concerns, please let Jill know. Book sale went well (income was a little low), no problem this year with folks trying to use bathrooms. Jeff suggested porta potties at the school parking lot as an option for folks.

Building and Maintenance Report:

Discussion: Perimeter lights are fixed, the wifi booster is installed to increase signal to the Spruce room, the TV is working in the vestibule, and Gary's Garbage towed away some of the disposal items we had. Dianna is following up with folks on obtaining concrete quotes. Jeff stressed making sure this gentleman is the one we go with to ensure the job is done correctly.

Budget Review:

Public Accounts: Discussion. Motion by Patty, seconded by Rich, pay bills listed on the public funds voucher list. All ayes, motion carried.

Special Accounts: Motion by Rich, Patty seconded to approve payment of the special account of bills from the Laona Bank Special Account. Discussion. No patrons are using the digital subscriptions for the newspapers. Wall Street Journal was half paid for by a patron and half paid for by the foundation last year, it will have to be reviewed how to pay for it in the future. Its only on a 2-3 delay which has been acceptable. USA Today and Milwaukee Journal Sentinel has been a much longer delay and both owned by Ganette Publishing. All ayes, motion carried.

2024 Budget Review: Discussion.

\$50 Savings Bond: Discussion: Could be put toward book or earn interest in the maintenance account. The director can use their discretion.

Mature 13-Month CD: Motion by Kathleen, seconded by Jeff, to reinvest the CD funds with similar terms. The director can investigate the rate/organization and make the decision. All ayes, motion carried.

2025 Budget Proposal: Our operating expenses far exceed the operating budget we've been given. We can work to pull things from the maintenance account and the non-lapsing account for both 2024 and 2025, however, it is unsustainable and we will have to address this with the Town in years to come.

Old Business:

Progress on Strategic Planning Committee: Rich got a response from one person, Jill got agreements from the folks she asked (though we all agree they'll have to participate in the rule making process at the beginning). Our Relief Librarian agreed if we have no other choice. Dom has agreed to be our facilitator. We'll all reach back out and follow up with folks as we set days/times.

Review the logo/marketing package MOU: Discussion: Font changes were made. Dan will be taking a look at how the fonts look on the website. Jill will provide the login info. Would like to use the logo on the door (sticker), the sign out front, letterhead, Library of Things branding, stamps, book bags, and hoodies.

New Business:

Demmer Trust Appointees: Demmer Trust replacements will need to be appointed. Jill is working on finding a temporary replacement and 2 full time replacements.

Comments from Citizens:

Future items:

Next Meeting: Regular meeting on August 20, 2024, 4:00 pm in the lower level of the library and/or via video/teleconference

The meeting adjourned at 5:15 PM. Motion by Patty, Seconded by Rich. All ayes. Meeting Adjourned.

Respectfully submitted: Jill Roth, Director