

Approved Minutes April 15, 2025
Edward U. Demmer Memorial Library
Library Board of Trustees Meeting

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

Other Attendees: Jill Roth, April Hansen

Excused: Jeff Boehm, Kathleen Olkowski

Dan McKissack called the meeting to order at 4:00 p.m.

Agenda:

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

Approval of Minutes:

Motion by Patty, seconded by Rich to approve the regular meeting minutes of March 18, 2025, with amendment to add the words "per year" to a fiscal discussion. All ayes, motion carried.

Correspondence: Jill included a fact sheet in each board packet explaining how federal funding cuts affected the library. WVLS approved the sheet. WVLS received the most state funding among the consortiums in Wisconsin. The fact sheet encouraged community members to contact their federal and state legislators. Jill offered to share a copy of the library's statement of support for WVLS, highlighting the consortium's contributions. Correspondence from WVLS Director Sepnanski expressed appreciation for the board's initiative in conducting a self-evaluation. The WVLS liaison also sent an invitation to the state biennial budget hearing in Wausau. Jill briefly read the invitation. The hearing was scheduled for Tuesday, April 29, at North Central Technical College. Attendees were encouraged to stand behind the library speakers.

Committee Reports:

Three Lakes Public Library Foundation: The foundation had not met but approved a few mini grants via email.

Oneida County Library Board: This board planned to meet in June.

Director's Report:

Jill presented a new report format designed to be easier to skim. She reported that the New Director's Training Camp was educational and provided helpful tips. Due to the early meeting this month and a later meeting next month, she previewed upcoming programs. She addressed a question about the requirement for photo ID when a library card is not presented, a policy previously voted down in the V-Cat meeting. Jill noted that this requirement would be implemented in the future, and the staff had been informed.

Building and Maintenance Report:

Discussion: Dianna provided Jeff with the name of a contractor to inspect the concrete. The board and Jill expressed excitement about the soon-to-be-implemented "Book a Room" tool. A question arose regarding the building's fire suppression systems. Jill explained the differences between the dry and wet systems and noted that one required draining a portion.

Budget Review:

Public Accounts: Motion by Karen, second by Dianna, to pay bills listed on the public funds voucher list. Discussion. All ayes, motion carried.

Special Accounts: Motion by Patty, seconded by Rich to approve payment of the bills from the Laona Bank Special Account. The board discussed billing the Women's Club for book memorials exceeding \$25. Karen planned to mention it, and Jill noted that undesignated donations could also be used. All ayes, motion carried.

2025 Budget Review: Discussion

Quarterly Reports: Motion by Patty, seconded by Karen to accept the Quarterly Reports as presented. All ayes, motion carried.

Unfinished Business

Friends of Library revival: Karen and Patty visited the high school during lunch periods to recruit student volunteers for the Friends group. Participation was low.

Peggy Bennett started sorting books for the Memorial Day sale.

Review New Donation Form: A new donation form had been printed. The board noted that Venmo charges a fee, but removing barriers to donation was considered worth the cost. The board discussed whether to print in-house or professionally. They considered using funds from the Friends or the Foundation and planned to request quotes from Press Express in Rhinelander and Eagle Copy in Eagle River.

New Business:

2025 Candidate Forum Recap: The board agreed the event went well. Jill proposed that next year, when candidates submit their paperwork, they also receive a "save the date" for the forum. Another suggestion included recording the event. The Brew Station venue worked out well.

Mini Grant Requests: A request for funds for a staff member to attend WAPL conference in Green Bay was presented. Motion by Patty, second by Karen for the mini grant to pass on to the Library Foundation for funds. All ayes, motion carried. A request for supplementary funds for all programming was also presented. Motion by Rich, seconded by Patty for the mini grant to pass on to the Library Foundation for funds. All ayes, motion carried.

C. Circulation Policy – 2020: The board discussed going fine-free. Members who researched the topic shared positive feedback. Fines will still be charged for lost or damaged items for replacement costs. Motion by Rich seconded by Karen to amend the circulation policy to remove daily overdue fines for late materials and change wording to match this change. All ayes, motion carried. A revised policy would appear in next month's board packet.

Trustee Essentials Chapter 4 : Motion by Patty, seconded by Rich to table this until the next meeting. All ayes, motion carried.

Comments from public: none

Next Meeting: Special Meeting on May 13, 2025, 4:00 pm in the lower level of the library and/or via video/teleconference. Regular meeting on May 20, 2025, 4:00 pm in the lower level of the library and/or via video/teleconference

The meeting adjourned at 5:06 PM. Motion by Karen, Seconded by Rich All ayes. Meeting Adjourned.

Respectfully submitted: Jill Roth, Director