

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
Thursday, April 11, 2019 – 4 pm

Call to Order: Sue Fehlandt called the meeting to order at 4:03 pm.

Roll Call of Members: Members present were Sue Fehlandt, Sara Fieweger, Eric Johnson (arrived at 4:30 pm), and Ellen Murphy Blank. Mary Van Grinsven was absent with notice. Library Director, Cherie Sanderson, was also present. Sanderson kept the minutes of the meeting.

Recognition of Visitors/Comments: No visitors in attendance.

Agenda Approval: Motion by Fieweger to approve the agenda as presented with the President's discretion to move the order of items on the agenda. Motion seconded by Murphy Blank. Motion carried.

Minutes Approval: Motion by Murphy Blank to approve the March 21, 2019 minutes. Motion seconded by Fieweger. Motion carried with Fehlandt abstaining since she did not attend the meeting.

Treasurer's Financial Report: Fehlandt presented the February and March monthly reports and the Year-to-Date financial report. End of March balance for the Checking Account is \$28,722.69 with \$3,351.52 segregated for the Reading Garden. End of March balance in the Hybrid Checking Account is \$10,871.46. Total funds available to the board at the end of March are \$38,527.20. Motion by Fieweger to place the February and March Financial Reports on file for audit. Motion seconded by Murphy Blank. Motion carried.

Audit and Approval of Bills and Credit Card Transactions: Sanderson reviewed the bills to be paid. Bills to be paid by the library board total \$116.25. Bills to be paid by the Town total \$767.31. Bills already paid by the Town total \$2999.75. Bills to be paid by the Friends total \$122.72. Motion by Murphy Blank to approve payment of the bills and credit card. Motion seconded by Fieweger. Motion carried.

Director's Monthly Report (taken directly from the report handed out at the meeting):

Circulation and Usage Statistics: See attached report.

Friends of the Library Update: There is still no candidate for Vice-President and that position remains open. Deb Halverson and I are still working on ordering new Friends book bags. Mary and I will be working on the Friends newsletter/dues mailing to go out by the end of April. Neighbor to Neighbor program schedule for 2019 has 4 out of 6 slots filled.

Children's Program Update: Numbers have remained steady. Lego theme this month has been a hit.

Wish List Update: Nothing new to report.

Weeding Update: Loews continue weeding Juvenile fiction and nonfiction. Mary finished weeding books on CD. Still need to weed Adult fiction before end of May when we get busy again.

Wisconsin Public Library System Redesign Project Update: Find the most recent update at <http://www.plsr.info/>.

Upcoming Events and Programs:

- **First and Third Wednesdays from 10-12 – Knitting Club**
- **Mondays from 1-4 pm – Mah Jongg from 1-4 pm in the library**

- **Second Wednesday at 1:30 pm – Boulder Junction Book Club**
- **Tuesday, April 16 – Town Annual Meeting of the Electors at 6 pm**
- **Friday, April 19 – Good Friday and WE ARE OPEN**
- **May 2-3 – Cherie attending WAPL conference (and presenting as well)**
- **Monday, May 13 – Friends of the Library Meeting at 1:30 pm**
- **Thursday, May 16 – First Third Thursday Theatre of the summer at 7 pm**
- **Thursday, May 23 – First Neighbor to Neighbor of the summer at 7 pm**
- **Monday, May 27 – Closed for Memorial Day**
- **Tuesday, May 28 – Volunteer Appreciation Party from 5-7 pm**
- **Wednesday, May 29 – Summer Hours Begin**

Social Media Policy: No action taken. Will be placed on next meeting agenda.

Update on 2019 Performance Appraisals for Part-time Employees: Sanderson completed all employee performance appraisals.

Board/Director Goals: No action taken.

Reading Garden Update: Still waiting to hear about completion date of donor sign.

Art Committee Update and Approval of Future Exhibits/Policy Revision: Motion by Fehlandt to approve Tim Black for the May exhibit, Sue Klein for June exhibit, Jeff Trapp for July exhibit and Juried Show for August exhibit. Motion seconded by Murphy Blank. Motion carried.

2019 Wage Increases – Motion by Fehlandt to give all library employees a 3% wage increase retroactive to beginning of 2019. New wage amounts will be \$36,050 per year for Sanderson, \$13.40 per hour for Schroeder and \$12.90 per hour for Fritz and Sass. Motion seconded by Fieweger. Motion carried.

Board of Trustees Term Expirations and Appointments: Motion by Fehlandt to accept the term expiration of Johnson. Motion seconded by Murphy Blank. Motion carried with Johnson abstaining. Sanderson will place an ad in the Lakeland Times for a Notice of Vacancy on the board.

Set Date and Time for Next Meeting: The next regular meeting will be held on Tuesday, May 14 at 4 pm.

Adjourn: Johnson adjourned the meeting at 5:13 pm.

Respectfully Submitted by Cherie Sanderson on May 10, 2019