

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
Thursday, May 14, 2019 – 4 pm

Call to Order: Mary Van Grinsven called the meeting to order at 4:03 pm. Johnson joined the meeting late due to a conflict.

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

Recognition of Visitors/Comments: No visitors in attendance.

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

Minutes Approval: Motion by Fehlandt to approve the April 11, 2019 minutes with one grammatical correction. Motion seconded by Murphy Blank.

Treasurer's Financial Report: Fehlandt presented the April monthly report and the Year-to-Date financial report. End of April balance for the Checking Account is \$27,766.16 with \$3,351.52 segregated for the Reading Garden. End of April balance in the Hybrid Checking Account is \$10,872.84. Total funds available to the board at the end of April are \$38555.00. Van Grinsven acknowledged the receipt of the financial report and requests that it be placed on file for audit.

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 \$408.80. Bills to be paid by the Town total \$437.58. Bills already paid by the Town total \$6413.87. Bills to be paid by the Friends total \$1926.40. Motion by Fieweger to approve payment of the bills and credit card. Motion seconded by Van Grinsven. 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: The Friends voted in Sally Gessner for Vice-President at their May 13 meeting. Lee Ann Ondracek resigned mid-term from her Secretary position and they are seeking someone to fill that position. We are still working on ordering new Friends book bags. The Friends newsletter/dues mailing went out May 13. Neighbor to Neighbor program schedule for 2019 is full. Next meeting of the Friends is Monday, July 8 at 1:30 pm.

Children's Program Update: Last program of the school year is being held today with special guest, Anne Moser, from the UW Water Library. Summer Reading Program runs from June 19 – August 6 – theme is "A Universe of Stories" celebrating the 50th anniversary of the Apollo moon landing.

Summer Programming Update: Several author visits are lined up in conjunction with the Northwoods Book Festival. Need to meet with Josie Allen to plan a collaborative event with the Historical Society.

Wish List Update: I'm working with Josh, the IT from WVLS, to order a People Counter. He has our info but I'm waiting for a price. Not sure who will do installation yet. Mary and I will be working on the reading room shades soon. Name tags will hopefully get taken down to Laser Innovations next week!

Weeding Update: Loew's continue weeding Juvenile fiction and nonfiction – they're done but waiting for me to review the books that have been pulled. Still need to weed Adult fiction before end of May.

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 through May 20 and then moving to the Community Church June – August**
- **Tuesdays from 8 am to 2 pm – Used Book Sale at Flea Market June 4- August 27**
- **Wednesday from 10:30-11:30 am – Children's Summer Reading Program June 19-Aug 7**
- **Second Wednesday at 1:30 pm – Boulder Junction Book Club**
- **Third Thursday at 7pm – Third Thursday Theatre FREE movie starting May 16**
- **Fourth Thursday at 7 pm – Neighbor to Neighbor Program Series starting May 23**
- **Monday, May 27 – Closed for Memorial Day**
- **Tuesday, May 28 – Volunteer Appreciation Party from 5-7 pm – closing at 4 pm**
- **Wednesday, May 29 – Begin extended summer hours**
- **Tuesday, June 4 – Northern Waters Genealogical Society Meeting 7-9 pm**
- **Tuesday, June 18 – NWBF Author Scott Spoolman at 7 pm**
- **Monday, July 1 – Brian Doss Nile program at 7 pm**
- **Thursday, July 4 – Closed for Independence Day**
- **Monday, July 8 – Next Friends of the Library Meeting at 1:30 pm**
- **Tuesday, July 9 – Enid Cleaves Book Talk at 7 pm**
- **Tuesday, August 6 – NWBF Author Melanie McManus at 7 pm**

Social Media Policy: Sanderson presented the latest draft of the revised Social Media Policy. Motion by Van Grinsven to approve the revised policy with 2 minor corrections. Motion seconded by Fehlandt. Motion carried.

Approval for Genealogy Page on Library Website: The Northern Waters Genealogical Society is losing their free website on WisGenWeb. They have asked if we would create a page for them on our website. Sanderson recommended we create a "Community" page with links to local resources and organizations (see example of Minocqua Public Library). Sanderson was advised to get a cost estimate from Scott at Web Work Life (if there are any costs with our maintenance plan) and bring back to the board in June. Sanderson was also advised to send letters to volunteer organizations asking if they would like to be linked on our page.

Volunteer Appreciation Party Tuesday, May 28 – Planning and Budget: Discussion about set up time and list of supplies needed, as well as final instructions for the caterer, took place.

Board/Director Goal – Operations Calendar: Van Grinsven and Sanderson are still working on this. No action taken.

Reading Garden Update: Van Grinsven is still working on getting a completion date from the sign company regarding our Donor Recognition sign. Since we have funding in the Reading Garden account, Van Grinsven will contact Ken Middleton about helping us with the garden again this year, especially with replacing dead plants or bushes.

Art Committee Update and Approval of Future Exhibits: Motion by Fieweger to approve Eileen "Pede" Young for the June exhibit (instead of Sue Klein). Motion seconded by Murphy Blank. Motion carried.

Vote on Recommendation to the Town Board for New Trustee: The library board of trustee's vacancy was posted in the Lakeland Times newspaper. One application was received from Margaret "Maggie" Wolf, a current library volunteer. Motion by Fehlandt to recommend Margaret "Maggie" Wolf for the upcoming vacancy on the board. Motion seconded by Fieweger. Motion carried.

Wisconsin DPI Inclusive Services Statement and Possible Action Needed: Sanderson provided the statement from the DPI regarding Inclusive Services at libraries. Our current Access Policy touches upon the types of reasons patrons can or cannot be excluded. Sanderson will revise the Access Policy using DPI Inclusive Services language and bring to the June board meeting for approval.

Set Date and Time for Next Meeting: The next regular meeting will be held on Tuesday, June 13 at 4 pm.

Adjourn: Johnson adjourned the meeting at 6:08 pm.

Respectfully Submitted by Cherie Sanderson on June 4, 2019