

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
August 23, 2021 – 3:30 pm

Call to Order: Murphy Blank called the meeting to order at 3:30 pm. The meeting was held in the library reading room as well as Zoom digital platform.

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

Recognition of Visitors/Comments: None.

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 Van Grinsven. Motion carried.

Minutes Approval: Motion by Van Grinsven to approve July 8, 2021 regular meeting minutes. Motion seconded by Fehlandt. Motion carried.

Treasurer's Financial Report: Fehlandt presented the July monthly report and the Year-to-Date financial report. End of July balance for the "5311" Checking Account is \$22,999.97 with \$4,461.58 segregated for the Reading Garden. End of July balance in the "Non-Profit 1012" Checking Account is \$16,376.19. Total funds available to the board at the end of June are \$42,300.06. Murphy Blank accepted the reports to 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 \$677.01. Bills to be paid by the Town total \$0. Bills already paid by the Town total \$6,177.00. Bills to be paid by the Friends total \$2,255.35. Bills to be paid from the Reading Garden Fund total \$804.31. Motion by Fehlandt to approve payment of the bills as presented. 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 Used Book Sale has already made \$10,225 with a goal of making \$12,800 after the next 2 Flea Markets and Colorama Art & Craft Fair on September 11. This breaks all previous records! The Wine & Beer Tasting is unofficially cancelled, and other fundraising options are being pursued. Luella will be resigning from the Friends (waiting for her official resignation letter) so we will need to help them find a new President. The next meeting is Monday, September 13 at 1:30 pm.

Children's Programming Updates: The 2nd outdoor movie night on July 29 was a beautiful night and a big success with 35 in attendance. Children's Reading Program ended with a celebration party and prizes for all readers. The program went very well, and Jessica did a great job. The children and parents loved the KiwiCo.

prizes. We are working with North Lakeland on some possible options for an after-school reading program that would take place at the school.

Adult Programming Update: Books clubs, Knitting and Mah Jongg have been meeting and with good attendance. Our summer adult programs have ended. John Bates drew 48 guests, which is a lot for during the pandemic but not as many as his usual attendance. I have held off on any new programming until we see what happens with the Delta variant and our county status. The only thing new scheduled is Elder Benefit Specialist drop-in sessions October 12 – but those are one-on-one sessions.

NWLS/NWLN Updates: NWLN is planning a big marketing campaign for September Library Card sign up month for all member libraries. Our library's goal is to get 10 new library card registrations during September.

Reading Machine Donation from Lions Club: The reading machine is installed next to computer #1. It's a little bit complicated to run so we will need to do some training before advertising that we received it. Will do a photo with the Lions as soon as we're ready.

Upcoming Events and Programs:

- **Boulder Junction Book Club – 2nd Wednesdays at 1:30 pm**
- **Books & Brews Book Club –1st Wednesday at 7 pm at Aqualand**
- **Mah Jongg – every Monday 1-4 pm in the Boulder Lake Room**
- **Knitting Club – first and third Wednesday 10 am to Noon in the Nordlof Conference Room**
- **Tuesday, August 24 at 6:30 pm - Town of Boulder Junction Regular Meeting**
- **Wednesday, September 1 – School Starts**
- **September 2 – 6 – Sanderson PTO**
- **Monday, September 6 – Closed for Labor Day and Summer Hours End**
- **Tuesday, September 7 from 6-8 pm – Northern Waters Genealogical Society**
- **Thursday, September 9 at 4 pm - Regular Library Board Meeting**
- **Saturday, September 11 from 9 am to 3 pm – Colorama Arts & Craft Fair Used Book Sale**
- **Monday, September 13 at 1:30 pm – Friends of the Library Meeting**
- **Tuesday, September 21 at 6:30 pm – Online Library Card Sign Up Month Trivia Night**
- **September 26-29 – Sanderson PTO**
- **Tuesday, September 28 at 6:30 pm – Town of Boulder Junction Regular Board Meeting**

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Meetings, Programming, and Other In-Person Gatherings:** No action taken.
- b. **Discussion and Possible Action – Library Reopening Plan: Hours and Library Staffing Re-evaluation:** No action taken.
- c. **Discussion and Possible Action – Library Behavior During an Epidemic Policy relating to mask requirements for patrons and staff:** Motion by Van Grinsven to add an amendment to the Library Behavior During an Epidemic Policy that states: “The Library Behavior During an Epidemic Policy is amended effective August 23, 2021 as follows: a) Amendment #2 is revoked(b) The library will follow CDC guidance and recommendations related to mask usage.(c) Due to fluctuations in the metrics used to establish CDC recommendations, the

Library Board of Trustees will evaluate this as needed. Motion seconded by Fehlandt. Motion carried.

- d. Discussion and Possible Action – Discuss Fine Policy and Going Fine Free:** Motion by Fehlandt to go Fine Free on all overdue Boulder Junction library materials. Patrons would still be billed for lost or damaged items and overdue items from other libraries. Motion seconded by Van Grinsven. Motion carried.
- c. Discussion and Possible Action – Reading Garden Update:** No action taken.
- d. Discussion and Possible Action – Art in the Library Update:** Motion by Fehlandt to approve Jeff Halverson for September Art in the Library and Mark Schermeister for the October Art in the Library. Motion seconded by Van Grinsven. Motion carried.
- e. Discussion and Possible Action –2021 Operations Calendar Monthly Review:** No action taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. Discussion and Possible Action – Friends of the Library Wine Tasting Feasibility/Options:** Any decisions are for the Friends of the Library to make. No action taken.
- b. Discussion and Possible Action – Carpet Cleaning this Fall:** Motion by Fehlandt to approve the carpet cleaning estimate from Country Charm and schedule the cleaning for this fall. Motion seconded by Van Grinsven. Motion carried.
- c. Discussion and Possible Action – Director PTO carryover from 2020:** Sanderson updated the board regarding unused PTO from 2020. She has 2 PTO days left over from 2020 and will be using them in 2021.
- d. Discussion and Possible Action – 2022 Budget Preparation and Timeline:** One or two representatives of the library board will schedule a meeting with a member of the town board to discuss the library budget request for 2022. Sanderson will prepare a budget that includes a 4% increase in our request to the town. Final budget will be created and increases determined after meeting with a representative from the town board.
- d. Discussion and Possible Action – Director Goal: Increased digital presence:** The board discussed the current digital presence which includes Facebook, Instagram, and our website.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, September 9 at 4 pm both in person and on Zoom if needed.

Adjourn: Murphy Blank adjourned the meeting by consent at 5:00 pm.

Respectfully Submitted by Cherie Sanderson on September 1, 2021