

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
September 9, 2021 – 4:00 pm

Call to Order: Murphy Blank called the meeting to order at 4:02 pm.

Roll Call of Members: Members present were Sue Fehlandt, Sara Fieweger, Ellen Murphy Blank, and Mary Van Grinsven. Mary Zahn was 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 Van Grinsven to approve the agenda as presented with the Chair's discretion to move the order of items on the agenda. Motion seconded by Fehlandt. Motion carried.

Minutes Approval: Motion by Van Grinsven to approve August 23, 2021 regular meeting minutes with changes discussed. Motion seconded by Fieweger. Motion carried.

Treasurer's Financial Report: Fehlandt presented the August monthly report and the Year-to-Date financial report. End of August balance for the "5311" Checking Account is \$20,999.58 with \$4,461.58 segregated for the Reading Garden. End of August balance in the "Non-Profit 1012" Checking Account is \$16376.19. Total funds available to the board at the end of August are \$35,989.49. Murphy Blank accepted the reports to be placed on file for audit. Motion by Van Grinsven to move \$500 from 5311 account to the 1012 account to avoid service charges. Motion seconded by Fieweger. 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 \$67.99. Bills to be paid by the Town total \$0. Bills already paid by the Town total \$4,164.04. Bills to be paid by the Friends total \$2,857.47. Bills to be paid from the Reading Garden Fund total \$75.00. 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 made \$11,362.85 during the summer Flea Markets with one final sale during the Colorama Art & Craft Fair on September 11. This breaks all previous records and they still one more sale to go! The next meeting is Monday, September 13 at 1:30 pm.

Children's Programming Updates: We are waiting for North Lakeland to get back to us regarding an after-school reading program that would take place at the school. We will be installing a Halloween Book Walk downtown for the month of October. Jessica has enrolled in a UW Madison online "Youth Services 101" class for professional development. It's a 2.6 CEU credit class that cost \$325 and runs from September 27 – November 21 online.

Adult Programming Update: Books clubs, Knitting and Mah Jongg have been meeting and still with good attendance. Mah Jongg will move into the library on Monday afternoons. The only program scheduled is Elder Benefit Specialist drop-in sessions October 12 – but those are one-on-one sessions. I will be scheduling the “Ditch the Dish” program as soon as we know a better “live” date for our new highspeed broadband. At this point, I do not know if the presenter will want to do it in person or on Zoom.

NWLS/NWLN Updates: We are involved a big marketing campaign for September Library Card sign up month! NWLN is pursuing changing ILS vendors in the next 1-3 years as part of an ILS merger with other systems. This means we would be using a different circulation/cataloging system than Sierra.

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 library**
- **Knitting Club – first and third Wednesday 10 am to Noon in the Nordlof Conference Room**
- **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**
- **Thursday, September 16 at 1 pm – Town of Boulder Junction Board Meeting to discuss Budget**
- **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**
- **Wednesday, September 29 at 1 pm – Carpets Cleaned**
- **Thursday, September 30 - Friday, October 29 – “Shades of Motion: the Color of Dance” Art Exhibit**
- **Friday, October 2 – Sunday, October 31 – Halloween Book Walk downtown**
- **Tuesday, October 5 from 2-4 pm – Northern Waters Genealogical Society Meeting**
- **Tuesday, October 12 from 10am-Noon – Elder Benefit Specialist Drop In Sessions**
- **Thursday, October 14 at 4 pm - Regular Library 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 – Reading Garden Update:** There was discussion of winterizing the garden and purchasing a statue. No action taken.
- d. **Discussion and Possible Action – Art in the Library Update:** Mark Schermeister will be the October Artist and Jeff Halverson will be the November/December artist. Sanderson has a potential artist for January/February. No action taken.
- e. **Discussion and Possible Action –2021 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.
- f. **Discussion and Possible Action – 2022 Budget Preparation:** The board discussed potential 2022 budget figures, but no action was taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

a. Discussion and Possible Action – Review Board Policies: Public Records (2017), Revision of Library Policies (2010), Artwork (2019), Exhibition Application, and Exhibition Contract:

Motion by Fieweger to approve the Public Records policy with changes as discussed. Motion seconded by Fehlandt. Motion carried. No changes to Revision of Library Policies policy. Motion by Van Grinsven to approve the Artwork policy with changes as discussed. Motion seconded by Fehlandt. Motion carried. Exhibition Application and Exhibition Contract tabled until next month.

b. Discussion and Possible Action – Revise Circulation Policy for Fine Free Update and Card Replacement fees:

Motion by Van Grinsven to approve the Circulation policy with changes as discussed. Motion seconded by Fieweger. Motion carried. Motion by Fieweger to waive all existing fines. Motion seconded by Fehlandt. Motion carried.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, October 14 at 4 pm both in person and on Zoom if needed.

Adjourn: Murphy Blank adjourned the meeting by consent at 5:40 pm.

Respectfully Submitted by Cherie Sanderson on October 11, 2021