

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
November 11, 2021 – 4:00 pm

Call to Order: Murphy Blank called the meeting to order at 4:00 pm.

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 Fehlandt to approve the October 14, 2021 regular meeting minutes. Motion seconded by Murphy Blank. Motion carried.

Treasurer's Financial Report: Fehlandt presented the October monthly report and the Year-to-Date financial report. End of October balance for the "5311" Checking Account is \$14,331.95 with \$3,581.64 segregated for the Reading Garden. End of October balance in the "Non-Profit 1012" Checking Account is \$16,376.19. Total funds available to the board at the end of October are \$30,591.78. 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 \$334.29. Bills to be paid by the Town total \$956.45. Bills already paid by the Town total \$4,607.89. Bills to be paid by the Friends total \$289.75. Motion by Van Grinsven to approve payment of the bills as presented. Motion seconded by Fehlandt. 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Friends of the Library Update: Luella has rescinded her resignation and will remain the President of the Friends of the Library. Treasurer and Secretary are up for re-election in January. Sue Poulson and Kippy Meessmann were nominated to be co-secretaries and Bonnie Spear was nominated to be treasurer. The Cookie Walk planning is going well. We could use a few more helpers during the sale and always need more baked goods!

Children's Programming Updates: As of November 8, we have been given the green light to start the After School Reading Program at the school. Jessica plans to start the program on Tuesday, December 7. The school will only allow 8 children to participate to maintain adult/teacher/student ratios. We will be requiring mask usage except while eating the snack. And Jessica will spread the 8 children out in the room to maximize social distancing. We are planning a Holiday Book Walk downtown to start the day of the Christmas Walk (day after Thanksgiving).

Adult Programming Update: Books clubs, Knitting and Mah Jongg continue to meet. Genealogy continues to meet here because we have the best set up with the OWL for their hybrid meetings. I am working on scheduling the Ditch the Dish/Cut the Cable program for January with Teresa Schmidt from the Mercer Public Library. We also have a Discovery Center Knowledge at Noon (formally called “brown bag lunch” series) on Wednesday, February 2 scheduled. I will be looking into starting up the Winter Wellness series and the Sip ‘n Swipe café after the holidays (depending on whether we see a Covid spike after the holidays or not).

NWLS/NWLN Updates: NWLN has formed a committee to investigate options to switch to a different ILS system (our ILS is Sierra). The Digital Services committee continues researching other digital offerings but has not reached a decision yet. Based on Digital Services Survey results, we are leaning toward adding Kanopy and possibly canceling Ancestry.

Grants Update: I have not gotten our CARES ACT grant reimbursement yet, which covered our OWL and Zoom subscription. The LEAN partnership applied for a grant to offer Princh to member libraries. Our trial has been extended until the grant money is awarded, and the system subscription starts, meaning we will get Princh at no cost. The System-led ARPA grant (which included the Book Bike option) has been submitted but no news on awards yet.

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 (December in private residence)**
- **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**
- **November and December – Jeff Halverson “Art in the Library “ Exhibit**
- **Thursday, November 11 at 6 pm – Town of Boulder Junction Budget Hearing/Meeting of Electors**
- **Tuesday, November 23 at 6:30 pm – Town of Boulder Junction Monthly Town Board Meeting**
- **Thursday, November 25 – Library Closed for Thanksgiving**
- **Friday, November 26 at 4 pm – Friends of the Library Annual Cookie Walk at Acorn Lodge**
- **Tuesday, December 7 from 2-4 pm – Northern Waters Genealogical Society Meeting**
- **December 24, 25 and January 1 – Library Closed for the Holidays**
- **Tuesday, December 28 at 6:30 pm – Town of Boulder Junction Monthly Town Board Meeting**
- **Friday, December 31 – Library Open 10-1 on New Year’s Eve**

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:** No action taken.
- d. **Discussion and Possible Action – Art in the Library Update:** 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 – Review Artwork Exhibition Application and Contract: Motion by Fehlandt to approve the Artwork Exhibition Application and Artwork Exhibition Contract with the revisions presented and discussed. Motion seconded by Van Grinsven. Motion carried.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

a. Discussion and Possible Action – 2022 Budget Revisions: Motion by Van Grinsven to approve the 2022 budget revisions as presented. Motion seconded by Fehlandt. Motion carried.

b. Discussion and Possible Action – Northern Waters Library Service Member Library Agreement: Motion by Van Grinsven to approve the Northern Waters Library Service Member Library Agreement. Motion seconded by Fehlandt. Motion carried.

c. Discussion and Possible Action – Holiday cards/gifts for volunteers & employees: Motion by Murphy Blank to give cash gifts to Jessica Fritz and Jamie Zeller. Motion seconded by Van Grinsven. Motion carried. Sanderson will send Christmas cards to all volunteers and special thank you notes/gifts to those who have been working through the pandemic.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, December 16 at 4 pm both in person and on Zoom if needed.

Adjourn: Murphy Blank adjourned the meeting by consent at 5:35 pm.

Respectfully Submitted by Cherie Sanderson on December 7, 2021