

**Boulder Junction Public Library Board of Trustees**  
**Minutes of the Regular Board Meeting**  
**January 13, 2022 – 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, Laura Sass (via Zoom), and Mary Van Grinsven. Sara Fieweger 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 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 the December 16, 2021 regular meeting minutes and December 27, 2021 special meeting minutes. Motion seconded by Fehlandt. Motion carried.

**Treasurer's Financial Report:** Fehlandt presented the December monthly report and the Year-to-Date financial report. End of December balance for the "5311" Checking Account is \$17,137.35 with \$3,581.64 segregated for the Reading Garden. End of December balance in the "Non-Profit 1012" Checking Account is \$16,376.19. Total funds available to the board at the end of December are \$32,825.00. 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 \$140.24. Bills to be paid by the Town total \$857.49. Bills already paid by the Town total \$4,516.08. Bills to be paid by the Friends total \$458.83. Motion by Fehlandt to approve payment of the bills as presented. Motion seconded by Sass. 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 of the Library Annual Meeting was held on Monday, January 10, 2022 at 1:30 pm in person and via Zoom. The Friends have granted our request for \$21,000. They re-elected Bonnie Spear as Treasurer and Sue Poulson and Kippy Meessmann as Co-Secretaries. They plan to do their annual dues newsletter earlier this year.

**Children's Programming Updates:** Our Children's Afterschool Reading Program is still on hold. Jessica and I think we will wait until February to decide when it can safely be started. She will be doing some take and makes and other activities in the meantime. The Book Walk will hopefully be installed at Winter Park this weekend.

**Adult Programming Update:** Books clubs, Knitting, Mah Jongg, and Northern Waters Genealogy continue to meet. Genealogy is still doing hybrid meetings. Afternoon Book Club went to hybrid this week. Books & Brews

skipped this month's meeting and is not sure how they will meet in February. Mah Jongg and Knitting have low attendance. Teresa Schmidt and I have been in touch regarding the Ditch the Dish/Cut the Cable (now called Streaming Media 101) program scheduled for January 19 at 1 pm. We are considering delaying the program until mid-February. We also have a Discovery Center Knowledge at Noon (formally called "brown bag lunch" series) on Wednesday, February 2 scheduled. I will not be starting up the Winter Wellness series and the Sip 'n Swipe café until later in the winter depending on transmission rates/case counts. I may be able to find some virtual Winter Wellness programs to offer.

**NWLS/NWLN Updates:** NWLN/NWLS sub committees continue to meet but no changes have been made yet. All NWLS/NWLN meeting are still being held via Zoom. Annual Report work will begin around January 24 when the online form is opened. Deadline to get the form submitted to NWLS is February 18.

### **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 (or BJCC or Virtual)**
- **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**
- **January and February – Luella Doss Quilts “Art in the Library “ Exhibit**
- **Thursday, January 13 at 4 pm - Regular Library Board Meeting**
- **Wednesday, January 19 at 1:00 pm – Streaming Media 101 in person and recorded**
- **Tuesday, January 25 at 6:30 pm – Town of Boulder Junction Monthly Town Board Meeting**
- **Tuesday, February 1 from 2-4 pm – Northern Waters Genealogical Society Meeting - hybrid**
- **Wednesday, February 2 at Noon – Discovery Center Knowledge at Noon program**

### **UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):**

- a. **Discussion and Possible Action – Meetings, Programming, and Other In-Person Gatherings:** Discussion of upcoming programs. No action taken.
- b. **Discussion and Possible Action – Library Behavior During a Pandemic Policy – Masking Requirements:** Motion by Sass to amend the Library Behavior During a Pandemic Policy due to rising Covid transmission levels to require all patrons aged 5 and older wear a mask while in the library or library programs. Motion seconded by Fehlandt. Motion carried.
- 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 –2022 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.

### **NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):**

- a. **Discussion and Possible Action – Director Performance Review – Begin Process:** Van Grinsven will forward documents to start the process.
- b. **Discussion and Possible Action – Social Media and Library Access Policies:** Motion by Van Grinsven to approve the Social Media and Library Access policies with revisions as presented and discussed. Motion seconded by Fehlandt. Motion carried.

- c. **Discussion and Possible Action – Review and Approve 2022 Northern Waters Library Network Compliance Agreement:** We have not received the agreement yet. Tabled until next meeting.

**Set Date and Time for Next Meeting:** The next regular meeting will be held on Thursday, February 10 at 4 pm both in person and on Zoom if needed.

**Adjourn:** Murphy Blank adjourned the meeting by consent at 5:20 pm.

***Respectfully Submitted by Cherie Sanderson on February 4, 2022***