

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
February 10, 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, Sara Fieweger, Ellen Murphy Blank, Laura Sass, and Mary Van Grinsven. 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 January 13, 2022 regular meeting minutes. Motion seconded by Fehlandt. Motion carried.

Treasurer's Financial Report: Fehlandt presented the January monthly report and the Year-to-Date financial report. End of January balance for the "5311" Checking Account is \$39,951.99 with \$3,581.64 segregated for the Reading Garden. End of January balance in the "Non-Profit 1012" Checking Account is \$16,376.19. Total funds available to the board at the end of January are \$56,628.18. 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 \$389.18. Bills to be paid by the Town total \$9,433.26. Bills already paid by the Town total \$4,648.16. Bills to be paid by the Friends total \$928.91. Motion by Fieweger 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 next meeting of the Friends will be on Monday, March 21 at 10:30 am with an option to join on Zoom. The next major endeavor is the annual newsletter/dues reminder. They also plan to discuss starting the Coffee & Conversation programs.

Children's Programming Updates: Our Children's Afterschool Reading Program is still on hold. Jessica and I have not decided when it can safely be started. Jessica is doing a Black History Month take and make this month. The Book Walk is installed at Winter Park. We plan to change out the book in March and then take it out of when the snow melts.

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

further notice – taking it one month at a time. Mah Jongg and Knitting have low attendance. The Streaming Media program had 20 in person and 6 on Zoom. The Discovery Center Knowledge at Noon on Wednesday, February 2 had 21 in person participants (no online option was available). I will not be starting up the Winter Wellness series. The Sip ‘n Swipe café is on hold depending on transmission rates/case counts. I am busy preparing summer program schedules and the Northwoods Book Festival.

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.

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**
- **March – Students of NLS “Art in the Library” Exhibit**
- **Tuesday, February 22 at 6:30 pm – Town of Boulder Junction Monthly Town Board Meeting**
- **Tuesday, March 1 from 2-4 pm – Northern Waters Genealogical Society Meeting – hybrid**
- **March 5-15 – Sanderson on vacation**
- **Thursday, March 17 at 4 pm - Regular Library Board Meeting**
- **Monday, March 21 at 10:30 am – Friends of the Library Meeting**

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:** No action taken.
- c. **Discussion and Possible Action – Reading Garden Update:** No action taken.
- d. **Discussion and Possible Action – Art in the Library Update:** Discussed March/April Student Art Exhibit and looking for exhibitors for the summer. 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 – Approve 2021 Wisconsin Department of Public Instruction Public Library Annual Report:** Motion by Fieweger to approve the report as prepared and presented by Sanderson. Motion seconded by Van Grinsven. Motion carried.
- b. **Discussion and Possible Action – Begin Strategic Planning Process:** Discussion about the mechanics and timing of the strategic planning process took place but no action was taken.

- c. **Closed Session: Discuss Library Director performance evaluation and compensation. (Discussion & possible action):** The Library Board may convene into Closed Session by Roll Call vote pursuant to Wis. Stats. 19.85(1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. **Following Closed Session, the Library Board may reconvene in open session:** Motion by Fieweger to convene into closed session pursuant to Wis. Stats. 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion seconded by Sass. Roll call vote: Murphy Blank, aye; Van Grinsven, aye; Fehlandt, aye; Fieweger, aye; and Sass, aye. Motion carried. Board entered into closed session at 5:30 pm.
- d. **Open Session: Action pertaining to Library Director performance evaluation and compensation, if any:** The Board reconvened to open session at 5:57 pm. Motion by Van Grinsven to approve Sanderson's performance evaluation with additions as discussed and the compensation increase as budgeted. Motion seconded by Fehlandt. Motion carried.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, March 17 at 4 pm both in person and on Zoom if needed.

Adjourn: Murphy Blank adjourned the meeting by consent at 6:00 pm.

Respectfully Submitted by Cherie Sanderson on March 3, 2022