

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
March 17, 2022 – 4:00 pm

Call to Order: Murphy Blank called the meeting to order at 4:01 pm.

Roll Call of Members: Members present were Sue Fehlandt, Sara Fieweger, Ellen Murphy Blank, and Laura Sass. Mary Van Grinsven 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 Fieweger. Motion carried.

Minutes Approval: Motion by Fieweger to approve the February 10, 2022 regular meeting minutes and the March 1, 2022 special meeting minutes. Motion seconded by Fehlandt. Motion carried.

Treasurer's Financial Report: Fehlandt presented the February monthly report and the Year-to-Date financial report. End of February balance for the "5311" Checking Account is \$39,231.94 with \$3,581.64 segregated for the Reading Garden. End of February balance in the "Non-Profit 1012" Checking Account is \$16,876.19. Total funds available to the board at the end of February are \$55,908.13. 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 \$388.71. Bills to be paid by the Town total \$866.36. Bills already paid by the Town total \$6,720.91. Bills to be paid by the Friends total \$495.38. Motion by Fieweger 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: 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. Not sure if Wine & Beer Tasting will be discussed yet.

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. The new Spring Book Walk is installed at Winter Park. Jessica is putting together the Summer Reading Program to run June 22-August 10.

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 are back to in person. Mah Jongg and Knitting have low attendance. I'm starting to plan summer programming and Northwoods Book

Festival authors. The Sip 'n Swipe café will hopefully start up later in April and go through May – no definite dates yet.

Grant Updates: Book Bike process is moving forward. I have a webinar to attend April 5. And need to choose book bike colors by end of this month.

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 but may begin meeting in person next month.

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 other locations)**
- **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**
- **March and April – Students of NLS “Art in the Library” Exhibit**
- **Monday, March 21 at 10:30 am – Friends of the Library Meeting**
- **Tuesday, March 22 at 6:30 pm – Town of Boulder Junction Monthly Town Board Meeting**
- **Thursday, March 24 from 10 am to noon – Intro to Square Dancing**
- **Wednesday, March 30 from 2-3 pm – Friends Coffee and Conversation?**
- **Tuesday, April 5 from 6-8 pm – Northern Waters Genealogical Society Meeting – hybrid**
- **Tuesday, April 19 at 6 pm – Town of Boulder Jct Annual Meeting**

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Reading Garden Update:** Discussion took place about a plan for our reading garden this summer, to include recruiting volunteers, list of tasks, early summer work project, and involving children. No action taken.
- b. **Discussion and Possible Action – Art in the Library Update:** No update. No action taken.
- c. **Discussion and Possible Action – 2022 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.
- d. **Discussion and Possible Action – Strategic Planning:** Murphy Blank and Sanderson will discuss logistics and bring back to the board next month. No action taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Approve 2022 Mileage Reimbursement Rate:** Sanderson presented the 2022 standard mileage rates published by the IRS on December 17, 2021. Motion by Sass to approve the 2022 mileage reimbursement as presented by Sanderson. Motion seconded by Fehlandt. Motion carried.
- b. **Discussion and Possible Action – Approve NWLS Collection Development and WLA Membership Grant Agreements:** Motion by Fieweger to approve the NWLS Collection Development Grant Agreement and the WLA Membership Grant Agreement as presented by Sanderson. Motion seconded by Sass. Motion carried.
- c. **Discussion and Possible Action – Annual Report to the Town:** Sanderson will prepare the report by the deadline. No action taken.

- d. **Discussion and Possible Action – National Volunteer Week Plan:** National Volunteer Week is April 17-23, 2022. The board would like to host a Volunteer Appreciation Dinner at the Granary in late May or early June. Sanderson will call to schedule. Recruitment of new volunteers was discussed. No action taken.
- e. **Discussion and Possible Action – Library Spring Cleaning:** The board would like a list created of spring-cleaning tasks that we would like to ask Jamie Zeller to perform for us.
- f. **Closed Session: Discuss Library Assistant 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: The board decided it was not necessary to convene in closed session because the discussion was about compensation and not performance evaluation. In open session, there was a motion by Fehlandt to increase Fritz’s hourly wage to \$15. Motion seconded by Sass. Motion carried.
- g. **Open Session: Action pertaining to Library Director performance evaluation and compensation, if any:** The Board did not convene in closed session.

Set Date and Time for Next Meeting: The next regular meeting will be held on Tuesday, April 12 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 April 8, 2022