

**Boulder Junction Public Library Board of Trustees**  
**Minutes of the Regular Board Meeting**  
**August 11, 2022 – 3:00 pm**

**Call to Order:** Murphy Blank called the meeting to order at 3:01 pm.

**Roll Call of Members:** Members present were Sara Fieweger, Nancy Harvey, 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 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 Harvey. Motion carried.

**Minutes Approval:** Motion by Van Grinsven to approve the July 19, 2022 regular meeting minutes. Motion seconded by Harvey. Motion carried.

**Treasurer's Financial Report:** Harvey presented the July monthly report and the Year-to-Date financial report. End of July balance for the "5311" Checking Account is \$30,737.82 with \$3,581.64 segregated for the Reading Garden. End of July balance in the "Non-Profit 1012" Checking Account is \$16,976.19 Total funds available to the board at the end of July are \$46,023.76. 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 \$328.46. Bills to be paid by the Town total \$106.15. Bills already paid by the Town total \$2,477.84. Bills to be paid by the Friends total \$1,426.90. Motion by Sass to approve payment of the bills as presented including the Marco bill when it arrives. Motion seconded by Harvey. 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 Monday, September 12 at 1:30 pm. The Annual Wine & Beer Tasting will take place Saturday, October 1, 2022 and plans are in full swing! The Used Book Sale is doing very well – not as much raised as last year but still very, very good. The book sale will also be at the Colorama Arts & Craft Fair on Saturday, September 10.

**Children's Programming Updates:** Summer Reading Program ended August 10. We had great attendance despite no summer rec program. The kids were amazing readers again this year! Prizes were purchased from Imaginuity, and I will be asking the Friends to reimburse for those prizes as they have done almost every year. With Jessica resigning, the after-school reading program plans are unknown at this time.

**Adult Programming Update:** Books clubs, Knitting, Mah Jongg, and Northern Waters Genealogy continue to meet. Programming is winding down but there are still programs throughout this month and there may be some added in September.

**Computers/Technology Update:** I have ordered two new computers with the NWLS fall group purchase. One will replace a very old and unreliable computer #4 and one will replace the circ desk computer. Princh was moved from the Pharos/Catalog computer to the Circ desk and we are having no more issues. We have not had any request for the hotspots yet.

**Grant Updates:** Book bike arrived. Waiting for reimbursement for book bike extras.

**NWLS/NWLN Updates:** NWLN/NWLS sub committees continue to meet. Digital committee met August 10. Recommendation will be made to subscribe to Hoopla now that we discontinued Gale Courses and Ancestry.

**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**
- **August Art in the Library is the Lakeland Art League Exhibit**
- **September Art in the Library is Mindy Schnell's watercolor class**
- **Tuesday, June 7 – Tuesday, August 30 – Weekly Flea Market & Used Book Sale – 8am-1pm**
- **Thursday, August 11 - Northwoods Book Festival presentation with Melissa Faliveno at 6 pm at the Boulder Junction Community Center**
- **Friday, August 12 - Art Reception for Lakeland Art League August exhibit - 4-5:30 in the library**
- **August 12-14 – Musky Jamboree Weekend**
- **Tuesday, August 16 – Humanitarian Work in Ukraine with Shane Wyzlic at 7 pm**
- **Thursday, August 18 – Storyteller and Historian, Joe McHugh at 7 pm in Boulder Lake Room**
- **Tuesday, August 23 – Town of Boulder Junction Monthly Town Board Meeting at 6:30 pm**
- **Monday, September 5 – Closed for Labor Day**
- **Tuesday, September 6 – Northern Waters Genealogical Society Meeting at 6 pm**
- **Saturday, September 10 – Colorama Arts & Craft Fair with Book Sale**

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

- a. **Discussion and Possible Action – Reading Garden Update – status of garden maintenance plan:** Discussion about what maintenance had been completed thus far. No action taken.
- b. **Discussion and Possible Action – Art in the Library Update:** Sanderson gave an update of upcoming exhibits. No action taken.
- c. **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 – Accept Resignation from Jessica Fritz and Discuss Steps for Filling the Vacant Position:** The board accepted Fritz’s resignation with regret. Sanderson will post the Library Assistant Job Vacancy the following week. No action taken.
- b. **Discussion and Possible Action – Review Library Assistant and Children’s Program Assistant Job Descriptions:** Sanderson presented revisions to the Library Assistant Job Description. Motion by Fieweger to approve the Library Assistant Job Description as presented. Motion seconded by Van Grinsven. Motion carried. No action taken on Children’s Program Assistant Job Description.
- c. **Discussion and Possible Action – Fiscal Year 2023 Budget Preparations:** The board discussed potential options for next year’s budget. No action taken.

**Set Date and Time for Next Meeting:** The next regular meeting will be held on Thursday, September 15 at 4 pm.

**Adjourn:** Murphy Blank adjourned the meeting by consent at 4:31 pm.

***Respectfully Submitted by Cherie Sanderson on September 13, 2022***