

**Boulder Junction Public Library Board of Trustees**  
**Minutes of the Regular Board Meeting**  
**November 10, 2022 – 10:30 am**

**Call to Order:** Murphy Blank called the meeting to order at 10:30 am.

**Roll Call of Members:** Members present were Nancy Harvey, Ellen Murphy Blank, and Mary Van Grinsven. Sara Fieweger and Laura Sass 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 Harvey 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 October 20, 2022 regular meeting minutes. Motion seconded by Harvey. Motion carried.

**Treasurer's Financial Report:** Harvey presented the October monthly report and the Year-to-Date financial report. End of October balance for the "5311" Checking Account is \$24,290.75 with \$3,371.94 segregated for the Reading Garden. End of October balance in the "Non-Profit 1012" Checking Account is \$17,051.19. Total funds available to the board at the end of September are \$39,560.78. 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 \$275.00. Bills to be paid by the Town total \$348.08. Bills already paid by the Town total \$3727.65. Bills to be paid by the Friends total \$1878.66. Motion by Harvey to approve payment of the bills as presented with the Marco bill to be paid when it arrives. Motion seconded by Van Grinsven. 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 held on Monday, November 14 at 9 am. Cookie Walk event planning is underway and we are requesting bakes goods now.

**Children's Programming Updates:** I will be coordinating the Holiday Book Walk. Will plan to have it installed the day before Thanksgiving. It will start at the library reading garden and then go throughout downtown just as in previous years. We talked about possibly doing a holiday take and make activity.

**Adult Programming Update:** Books clubs, Knitting, Mah Jongg, and Northern Waters Genealogy continue to meet. Two programs added in December. Will be pursuing art programs for winter.

**NWLS/NWLN Updates:** NWLN/NWLS sub committees continue to meet. No new updates.

### 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 (sometimes other dates/locations - call for details)
- Mah Jongg – every Monday from 1-4 pm in the library
- Northern Waters Genealogical Society - 1st Tuesday of the month at 2 pm (evenings in the summer)
- Boulder Junction Music Collective - 1st Tuesday of the month at 4 pm
- Knitting Club – first and third Wednesday from 10 am to Noon in the Nordlof Conference Room
- November Art in the Library is Carolyn Andrejat
- Friday, November 11 - Veteran's Day - Library Open 10 am to 1 pm
- Monday, November 14 - Friends of the Library Regular Meeting at 9 am
- Thursday, November 17 - Town of Boulder Junction Budget Hearing and Meeting of the Electors at 6 pm - *Library Closing at 6 pm*
- Thursday, November 24 - Closed for Thanksgiving
- Friday, November 25 - Friends of the Library Cookie Walk at Acorn Lodge beginning at 4 pm
- Friday, November 25 - Holiday Book Walk Starts
- Wednesday, December 7 - Local Photographer and Writer, Bob Kovar at 10:30 am (book talk and selling/signing books)
- Wednesday, December 7 - Discovery Center Knowledge at Noon: Incredible Lives of River Otters at Noon. Bring a lunch, refreshments also provided.
- December 8 or 15 – Next Board of Trustees Meeting

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

- Discussion and Possible Action – Reading Garden Update** – Thank you to Murphy Blank for removing the seasonal garden structures and storing them in her storage garage for the winter. No action taken.
- Discussion and Possible Action** – We still have openings for 2023 exhibits. No action taken.
- Discussion and Possible Action – 2022 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.
- Discussion and Possible Action – Strategic Plan Sections 5:** Section 5 was reviewed. No action taken. Will review Vision and Mission at next meeting.

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

- Discussion and Possible Action – Northern Waters Library Service 2023 Member Library Agreement** – Motion by Murphy Blank to approve the 2023 Northern Waters Member Library Service Agreement. Seconded by Harvey. Motion carried.
- Discussion and Possible Action – Determine Holiday Days Closed or Special Hours** – Motion by Van Grinsven to close December 24-26 and January 2. Motion seconded by Harvey. Motion carried.
- Discussion and Possible Action – Tax Letter Insert** – No action taken.
- Discussion and Possible Action – Holiday Cards/Gifts for Volunteers & Employees** - Motion by Harvey to give cash gifts to Sue Mueller and Jamie Zeller. Motion seconded by Van Grinsven. Motion carried. Sanderson will also send Christmas cards to all volunteers.

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

**Adjourn:** Murphy Blank adjourned the meeting by consent at 11:49 pm.

***Respectfully Submitted by Cherie Sanderson on December 7, 2022***