

**Boulder Junction Public Library Board of Trustees**  
**Minutes of the Regular Board Meeting**  
**December 15, 2022 – 4 pm**

**Call to Order:** Murphy Blank called the meeting to order at 4:01 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 Fieweger 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 Harvey to approve the November 10, 2022 regular meeting minutes. Motion seconded by Fieweger. Motion carried.

**Treasurer's Financial Report:** Harvey presented the November monthly report and the Year-to-Date financial report. End of November balance for the "5311" Checking Account is \$20,537.74 with \$3,371.94 segregated for the Reading Garden. End of November balance in the "Non-Profit 1012" Checking Account is \$17,076.19. Total funds available to the board at the end of November are \$37,613.93. 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 \$17.61. Bills to be paid by the Town total \$1,453.12. Bills already paid by the Town total \$4,520.23. Bills to be paid by the Friends total \$1,628.12. Motion by Van Grinsven to approve payment of the bills as presented with the Marco bill to be paid when it arrives. Motion seconded by Fieweger. 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 Cookie Walk was a success but raised less than last year. Bonnie is still working on financials but looks like \$2300+ profit. Next meeting of the Friends will be Wednesday, January 11 at 8:30 am in the library. All meetings now moved to 2<sup>nd</sup> Wednesday every other month at 8:30 am in the library.

**Children's Programming Updates:** Holiday Book Walk is installed starting in Reading Garden then stopping at some businesses on the way to town and wrapping around both sides of main street. The plan is to take it down around December 31-January 2<sup>nd</sup>. Lauren created a Take & Make craft kit for the holidays – popsicle stick Christmas tree ornaments. We only made 20 bags – while supplies last.

**Adult Programming Update:** Books clubs, Knitting, Mah Jongg, and Northern Waters Genealogy continue to meet. The two programs we had in December were well attended. Will be pursuing art programs for winter. Patrick from Mad Dog Jakes will be starting a film/movie series every Tuesday starting January 17 – time of day to be determined. We will sponsor and he will pick the movies and bring their popcorn machine. We'll try it for several weeks and see what happens.

**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
- Tuesday, December 20 – Town of Boulder Junction regular monthly meeting at 6:30 pm
- Closed December 24-26 and January 2nd
- Wednesday, January 11 - Friends of the Library Regular Meeting at 8:30 am
- Thursday, January 12 – Next Library Board of Trustees Meeting at 4 pm

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

- a. **Discussion and Possible Action – Reading Garden Update** – No new update. No action taken.
- b. **Discussion and Possible Action** – We still have openings for 2023 exhibits. No action taken.
- c. **Discussion and Possible Action – 2022/2023 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.
- d. **Discussion and Possible Action – Strategic Plan Vision & Mission:** Reviewed all updates as of this date and recommended additional revisions. Sanderson will make revisions and bring clean copy to January 2023 meeting. No action taken.
- e. **Discussion and Possible Action – Holiday Gifts for Employees:** Motion by Harvey to revise the gift amounts that were approved last month. Motion seconded by Sass. Motion carried.

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

- a. **Discussion and Possible Action – Begin Library Director Performance Review Process**– Van Grinsven will send out the Performance Review form by January 12 with input gathered from board members by February 5. Discussion of review will take place in closed session at the February 9 board meeting.

**Set Date and Time for Next Meeting:** The next regular meeting will be held on Thursday, January 12 at 4 pm.

**Adjourn:** Murphy Blank adjourned the meeting by consent at 5:30 pm.

***Respectfully Submitted by Cherie Sanderson on January 5, 2023***