

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
January 12, 2023 – 4 pm

Call to Order: Murphy Blank called the meeting to order at 4:00 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 Harvey to approve the agenda as presented with the Chair's discretion to move the order of items on the agenda. Motion seconded by Sass. Motion carried.

Minutes Approval: Motion by Van Grinsven to approve the December 15, 2022 regular meeting minutes. Motion seconded by Harvey. Motion carried.

Treasurer's Financial Report: Harvey presented the December monthly report and the Year-to-Date financial report. End of December balance for the "5311" Checking Account is \$21,507.07 with \$3,371.94 segregated for the Reading Garden. End of December balance in the "Non-Profit 1012" Checking Account is \$17,101.19. Total funds available to the board at the end of December are \$38,453.33. 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 \$350.13. Bills to be paid by the Town total \$359.89. Bills already paid by the Town total \$4,732.60. Bills to be paid by the Friends total \$555.41. Motion by Sass 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 Friends of the Library held their annual meeting on Wednesday, January 11 at 8:30 am in the library. All meetings now moved to 2nd Wednesday every other month at 8:30 am in the library.

Children's Programming Updates: Holiday Book Walk is being taken down this weekend. No plans yet for the next book walk. Lauren created a Take & Make craft kit for the holidays and all 20 bags were picked up. She's talking about doing more in the future but will be traveling for the next 4 weeks.

Adult Programming Update: Books Clubs, Knitting, and Northern Waters Genealogy continue to meet. Mah Jongg is on hiatus until spring unless patrons express interest again. I'm working with Patrick from Mad Dog

Jakes to hold movie matinees every Tuesday January 17 -31 at 3 pm with discussion to follow. We will sponsor and he will pick the movies and bring their popcorn machine. We'll try it for January and see if there is enough attendance to continue into February. I am also still working on some art classes/workshops for February. One class is booked for Saturday, February 11 from 10:30-noon with Jenna Richardson and Dina Casso teaching a beaded jewelry class. I'm looking for other suggestions for winter programming.

NWLS/NWLN Updates: NWLN/NWLS sub committees continue to meet. Marketing Committee is planning a summer Passport program. Digital Services Committee is trying to decide how to move forward now that we have decided not to pursue Hoopla. We have chosen other databases to recommend to the NWLS Board of Trustees.

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)
- Northern Waters Genealogical Society - 1st Tuesday of the month at 2 pm (evenings in the summer)
- Boulder Junction Music Collective – 2nd Tuesday of the month at 4 pm (TBD if this continues)
- Knitting Club – first and third Wednesday from 10 am to Noon in the Nordlof Conference Room
- Movie Matinees Tuesdays January 17, 24 and 31 at 3 pm
- Tuesday, January 24 – Town of Boulder Junction regular monthly meeting at 6:30 pm
- Thursday, February 9 – Library Board of Trustees Meeting at 4 pm
- Saturday, February 11 – Beaded Jewelry Workshop from 10:30am to noon

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** – Motion by Sass to approve Chuck Ahlborn and Darcy Lanz-Sage for February exhibit, Jane Thomas for March exhibit, NLS Youth for April exhibit, and Sarah Thompson for May exhibit. Motion seconded by Harvey. Motion carried.
- c. **Discussion and Possible Action –2023 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.
- d. **Discussion and Possible Action – Strategic Plan:** Motion by Sass to approve the final Strategic Plan with a few minor revisions. Motion seconded by Fieweger. Motion carried.
- e. **Discussion and Possible Action – Library Director Performance Review First Steps:** Van Grinsven will send each board member an email with the performance review form to be filled out. Each board member must return their filled out form to Van Grinsven by February 5. All input gathered on the forms will be discussed at the February 9, 2023 meeting in closed session.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Review By-Laws:** Preliminary discussion but no action taken. Will be added to the February board meeting agenda.
- b. **Discussion and Possible Action – CPR/AED Training Reimbursement:** Motion by Fieweger to reimburse staff and/or volunteers who attend the Presque Isle CPR/AED Training class. Motion seconded by Harvey. Motion carried. Sanderson will also schedule a similar class for staff/volunteers which will take place in the Boulder Junction Community Center in late spring.
- c. **Discussion and Possible Action – NWLN Compliance Agreement:** We have not received the agreement yet. Tabled until February meeting.
- d. **Discussion and Possible Action – Board Goal: Succession Planning Time and Key Components:** Murphy Blank presented a list of key components to a successful Director transition along with research we need to do. No action taken.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, February 9 at 4 pm.

Adjourn: Murphy Blank adjourned the meeting by consent at 5:40 pm.

Respectfully Submitted by Cherie Sanderson on February 6, 2023