

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
March 9, 2023 – 4 pm

Call to Order: Murphy Blank called the meeting to order at 4:03 pm.

Roll Call of Members: Members present were Sara Fieweger, Nancy Harvey (via Zoom), 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: Lannie Nelson attended the meeting as a potential school liaison candidate for the board when Fieweger's term expires.

Agenda Approval: Motion by Sass 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 Sass to approve the February 9, 2023 regular meeting minutes. Motion seconded by Harvey. Motion carried.

Treasurer's Financial Report: Harvey presented the DRAFT February monthly report and the Year-to-Date financial report. Because the report has not been reconciled with the bank accounts while Harvey is out of town, the report will be submitted at the April meeting.

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 \$392.91. Bills to be paid by the Town total \$0. Bills already paid by the Town total \$4,569.37. Bills to be paid by the Friends total \$2,142.10. 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 met on Wednesday, March 8 at 8:30 am in the library reading room. We discussed providing them with a list of requests from our Wish List. They will be working on the annual newsletter/dues reminder to be mailed out no later than the end of April.

Children's Programming Updates: Spring book walk at the ballpark/playground is still being planned but no dates set yet due to winter weather conditions. Lauren has made spring take and make craft kits and she will be helping me with two craft projects at the Lions Bunny Breakfast. Summer Reading Program Assistant will be discussed later on the agenda.

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. Our last two movie matinees had no

attendance other than Patrick and his wife, so we've ended any future showings. Art classes are a huge success, and I will be scheduling more such as digital photography and others. Beaded Jewelry filled up fast, so the instructors offered to add another class at the end of March. I still plan to also offer a iPhone Photography class in late spring/early summer. Northwoods Book Festival will be planned again this summer but we will not have a grant to pay for more expensive authors. We're talking about doing a "Conservation" theme and using local authors who are cheaper (or free). Tabletop Board Game Nights are getting increasing attendance! Camp Info Night only had one parent attend.

Town of Boulder Junction Monthly Updates: I provided my report at the March 2nd Town Board meeting and stood up and told everyone about our new digital resources.

NWLS/NWLN Updates: NWLN/NWLS sub committees continue to meet. Marketing Committee is ready to roll out the Passport program in April and it will run all summer. NWLS has rolled out all five new online resources.

Upcoming Events and Programs:

- March Art in the Library features the Mandala artwork of Jane Thomas
- April Art in the Library will be Youth Art Month featuring NLS student art
- 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)
- Mah Jongg – on hiatus until spring
- Northern Waters Genealogical Society - 1st Tuesday of the month at 2 pm (evenings in the summer)
- Tabletop Board Game Nights – 1st and 3rd Thursday of the month from 5-7pm
- Boulder Junction Music Collective – 2nd Tuesday of the month at 4 pm
- Knitting Club – first and third Wednesday from 10 am to Noon in the Nordlof Conference Room
- Tuesday, March 14 – Northwoods Seed Exchange Potluck 12-2 pm at the Discovery Center
- March 14-22 – Cherie on Vacation/Out of Country
- Saturday, March 25 – Beaded Jewelry Workshop #2 from 10:30am to 12:30pm
- Tuesday, March 28 – Town of Boulder Junction regular monthly meeting at 6:30 pm
- Thursday, April 13 – Library Board of Trustees Meeting at 4 pm
- Wednesday, April 26 – Joint Finance Committee Public Hearing in Minocqua 10am-?pm

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Reading Garden Update** – Need to recruit volunteers for spring cleanup and summer maintenance. No action taken.
- b. **Discussion and Possible Action – Art in the Library Update:** No new update. No action taken.
- c. **Discussion and Possible Action – 2023 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.
- d. **Discussion and Possible Action – By-Laws Review – Review proposed changes:** Final edits are being made to the by-laws. Sanderson will email the final draft of the bylaws to the board with 10 days or more notice before the April board meeting. No action taken.
- e. **Discussion and Possible Action – DPI Annual Report Approval of Changes to Benefits Line:** Motion by Fieweger to approve the 2022 DPI Annual Report with the benefits amount added. Motion seconded by Sass. Motion carried.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Annual Report to the Town:** Sanderson will prepare the 2022 Annual Report to the town using the same infographic format as last year. No action taken.
- b. **Discussion and Possible Action – 2023 Collection Development Grant Agreement:** Grant application has not been received yet. Tabled for April meeting. No action taken.
- c. **Discussion and Possible Action – Children’s Summer Reading Program Employee/Plan:** Sanderson will be revising the job description and posting the job vacancy in the next week. No action taken.
- d. **Discussion and Possible Action – Plans for National Volunteer Week:** Sass will help create homemade thank you cards to give to volunteers. Appreciation event is being planned for May. No action taken.
- e. **Discussion and Possible Action – Review of Equipment Loan Policy and Reference Services Policy:** Motion by Fieweger to approve the Equipment Loan Policy with revisions as discussed. Motion seconded by Sass. Motion carried. Motion by Sass to approve the Reference Services policy with no changes. Motion seconded by Fieweger. Motion carried.
- f. **Discussion and Possible Action – Spring Cleaning and Building Maintenance Projects:** The usual spring cleaning needs to be done. Sanderson will contact Zeller. No action taken.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, April 13 at 4 pm.

Adjourn: Murphy Blank adjourned the meeting by consent at 5:34 pm.

Respectfully Submitted by Cherie Sanderson on April 8, 2023