

**Boulder Junction Public Library Board of Trustees**  
**Minutes of the Regular Board Meeting**  
**August 10, 2023 – 4 pm**

**Call to Order:** Murphy Blank called the meeting to order at 4:01 pm.

**Roll Call of Members:** Members present were Nancy Harvey, Ellen Murphy Blank, Lanette Nelson, and Mary Van Grinsven. Laura Sass was absent with notice. Library Director, Cherie Sanderson, was also present and kept the minutes of the meeting.

**Recognition of Visitors/Comments:** None present.

**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 Nelson. Motion carried.

**Minutes Approval:** Motion by Van Grinsven to approve the July 13, 2023 regular meeting minutes. Motion seconded by Murphy Blank. Motion carried.

**Treasurer's Financial Report:** Harvey presented the July monthly reports and the Year-to-Date financial report. End of July balance for the "5311" Checking Account is \$37,753.20 with \$3,371.94 segregated for the Reading Garden. End of July balance in the "Non-Profit 1012" Checking Account is \$17,370.95. Total funds available to the board at the end of July are \$53,394.88. 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 \$551.34. Bills to be paid by the Town total \$0. Bills already paid by the Town total \$7,058.55. Bills to be paid by the Friends total \$3,283.30. Motion by Harvey to approve payment of the bills as presented with the Marco bill to be paid when it arrives. Motion seconded by Nelson. 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 "Taste of Boulder Junction" event planning is underway. Book Sale has been doing well and is still expected to have \$12,000 in sales this year - not a record but still admirable!

**Children's Programming Updates:** The final Children's Reading Program was August 9<sup>th</sup>. The kids blew us away with the number of minutes they read this summer. The Friends funded the end-of-year prizes and party. The second family outdoor movie night had a bigger turnout than the first in June. Last movie night is August 15 (August 17 rain date). Little Free Library is up at the park and has the charter sign but still waiting for the wood sign from Laser Innovations. Book Walk is installed from the reading garden to the park/playground, and then around the ball field. Book Bike has given away many books on Wednesdays at Music on Main despite several rain outs. Still enough inventory for Trick or Treating downtown. We have not had time to take the Book Bike

anywhere else besides Music on Main. Possibly can set it up at the Colorama Arts & Craft Fair next to the book sale and handout take 'n make kits.

**Adult Programming Update:** Knitting Club changed to “Chat ‘n Craft” to include all crafters and not just knitters. The Summer Passport program ends August 31<sup>st</sup> and was a great success! The “Check Out Wisconsin State Parks at Your Library” program goes until the end of the year. We have a lot of passes left to hand out. More programming will be added in September and October.

**NWLS/NWLN Updates:** NWLN/NWLS sub committees continue to meet. Nothing new to report.

**Friends of the Library Wish List Update:** We have received the new name tags and the volunteers love them. We have bought everything that we had on our wish list that the Friends approved and need to revisit our Wish List for new items for them to fund. I would like to buy our own movie screen, a new Christmas tree, work room faucet, more seat cushions, and a new vacuum.

#### **Upcoming Events and Programs:**

- August Art in the Library is Deb Lund
- September/October Art in the Library will be Mark Schermeister
- Used Book Sale every Tuesday from 8am to 1pm now through August 29
- 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 – every Monday from 1-4 pm
- Chat ‘n Craft (formerly Knitting Club) first and third Wednesday from 10-noon
- Northern Waters Genealogical Society - 1st Tuesday of the month at 6 pm
- Boulder Junction Music Collective – 2nd Tuesday of the month at 6 pm
- Thursday, August 10 – John Bates and Mary Burns at 7pm
- 66<sup>th</sup> Annual Musky Jamboree Weekend August 11-13
- Tuesday, August 15 – Outdoor Family Movie night at dusk (rain date August 17)
- Monday, August 21 – Author Nick Vander Puy at 7pm
- Tuesday, August 22 – Town Board Meeting at 6:30 pm
- Thursday, August 31 – Author and Photographer, Bob Kovar
- Monday, September 4 - Closed for Labor Day
- Saturday, September 9 – Colorama Arts & Craft Fair/Used Book Sale from 9-3
- Thursday, September 14 – Library Board of Trustees Meeting at 4 pm

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

- a. **Discussion and Possible Action – Reading Garden Update – Garden Maintenance** –No action taken.
- b. **Discussion and Possible Action – Art in the Library Update – Approve New 2024 exhibits.** Motion by Van Grinsven to approve Trout Lake Limnology for May 2024 and Sandy Cashman for October 2024. 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 – Town Strategic Plan Library Chapter:** The board was provided a template from Sanderson which she received from the EDC strategic plan

workgroup. Discussion ensued about how much information we needed to provide and where that information would come from. Sanderson filled in some sections of the template but needed to edit the content. After discussion, it was decided that board members would provide their feedback to Sanderson, and she would put together a rough draft of the chapter for the September board meeting.

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

- a. **Discussion and Possible Action – Children’s Program Assistant Position Extended from Summer to Permanent:** Frisk was hired as a Children’s Summer Reading Program Assistant which was a temporary seasonal position. Sanderson recommends that Frisk employment be changed to a permanent year-round position. Motion by Harvey to change Frisk’s position to a Children’s Program Assistant. Motion seconded by Van Grinsven. Motion carried. Sanderson will notify the town chairman and town clerk.
- b. **Discussion and Possible Action – Extend Library Summer Hours until the End of September:** Sanderson notified the board that she has made the decision to extend summer hours until the end of September (they usually end after Labor Day). All volunteer staff are willing to keep their shifts through the end of September. No action needed.
- c. **Discussion and Possible Action – 2024 Budget Preparation:** Sanderson started a rough draft of the 2024 library budget. Discussion ensued. No action taken. Sanderson will do more work on the budget and present it to the board at the September meeting.

**Set Date and Time for Next Meeting:** The next regular meeting will be held on Thursday, September 14 at 4 pm.

**Adjourn:** Murphy Blank adjourned the meeting by consent at 5:28 pm.

***Respectfully Submitted by Cherie Sanderson on August 24, 2023***