

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
September 14, 2023 – 6 pm

Call to Order: Murphy Blank called the meeting to order at 6:01 pm.

Roll Call of Members: Members present were Nancy Harvey, Ellen Murphy Blank, Lanette Nelson, 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 present.

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 Van Grinsven. Motion carried.

Minutes Approval: Motion by Van Grinsven to approve the August 10, 2023 regular meeting minutes. Motion seconded by Sass. Motion carried.

Treasurer's Financial Report: Harvey presented the August monthly reports and the Year-to-Date financial report. End of August balance for the "5311" Checking Account is \$32,610.36 with \$3,371.94 segregated for the Reading Garden. End of August balance in the "Non-Profit 1012" Checking Account is \$17,447.65. Total funds available to the board at the end of August are \$50,058.01. 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 \$393.68. Bills to be paid by the Town total \$0. Bills already paid by the Town total \$7,890.06. Bills to be paid by the Friends total \$2,700.57. 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 Friends "Taste of Boulder Junction" event planning is underway. The summer Used Book Sale raised \$10,738 this year. Less than the last two years, but the third highest amount raised thus far. The Cookie Walk is planned for Friday, November 24 and volunteers will be needed along with bakers.

Children's Programming Updates: The Children's Summer Reading Program was a great success! We had a total of 25 readers who read 25,820 minutes! There were 8 programs with 226 attendees. Reading goal prizes were purchased from Imaginuity again this year and the kids loved them. We also held 3 outdoor movies with 43 total attendees. And we handed out 44 free books from the Book Bike at 5 Music on Main events. We also handed out 26 take 'n make kits from the book bike at the Colorama Arts & Craft Fair on September 9. There is a new

Fall Book Walk that starts at the Reading Garden and goes through the playground and around the ballfield. We're also planning a Halloween Book Walk with special games, treats and guests. We will also be bringing the Book Bike to in-town (downtown) trick or treating on Saturday, October 28. Kate is working with NLS to try to start an after-school reading program at the school.

Adult Programming Update: The Passport program ended and was a great success with NWLS planning to run the program again next summer. The "Check Out Wisconsin State Parks at Your Library" program goes until the end of the year. This month is Library Card Signup Month with a drawing for new cardholders and stickers. I will be adding more programming this fall.

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

Friends of the Library Wish List Update: No new purchases since last month. I would still 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:

- September/October Art in the Library is Mark Schermeister
- November Art in the Library will be the Lakeland Art League
- 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 – every first and third Wednesday from 10am to Noon
- Northern Waters Genealogical Society - 1st Tuesday of the month at 2 pm
- Boulder Junction Music Collective – 2nd Tuesday of the month at 6 pm (4pm starting October)
- Friday, September 15 – Taste of Boulder Jct tickets go on sale at 10am
- Tuesday, September 26 – Town Board Meeting at 6:30pm
- Saturday, September 30 – Summer Hours End
- Tuesday, October 3rd – Banned Books Trivia Night at 6pm
- Saturday, October 7 – Taste of Boulder Junction from 5-8pm
- Thursday, October 12 – Library Board of Trustees Meeting at 6pm
- Saturday, October 14 – Halloween Book Walk – time to be determined
- Tuesday, October 24 – Town Board Meeting at 6:30pm
- Saturday, October 28 – In-Town Trick or Treating from 2-4pm

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Reading Garden Update:**– Sue Fehlandt is helping with the garden again and recruited a friend. No action taken.
- b. **Discussion and Possible Action – Art in the Library Update:** No new updates. 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 – Town Strategic Plan Library Chapter:** The board was presented with a draft. No action taken.

- e. **Discussion and Possible Action – 2024 Budget:** Sanderson presented a draft CY2024 Budget. Motion by Van Grinsven to approve the CY2024 Budget as presented. Motion seconded by Harvey. Motion carried. Murphy Blank and Sanderson will present the library's funding request to the town board.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Children's Program Assistant Laptop:** Frisk plans to do outreach at the school and other functions and will need a laptop to use the Sierra circulation system while away from the library. Motion by Sass to approve the purchase of a Dell laptop for outreach. Motion seconded by Nelson. Motion carried.
- b. **Discussion and Possible Action – Review Policies: Personnel and Wireless Internet Access:** Motion by Sass to approve the revisions to the Personnel policy. Motion seconded by Harvey. Motion carried. Motion by Harvey to approve the revisions to the Wireless Internet Access policy. Motion seconded by Van Grinsven. Motion carried.
- c. **Discussion and Possible Action – Director and Board Goal(s): Operations Calendars for Staff:**
No action taken.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, October 12 at 6pm.

Adjourn: Murphy Blank adjourned the meeting by consent at 7:41 pm.

Respectfully Submitted by Cherie Sanderson on October 9, 2023