

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
August 14, 2025 – 4:00 pm

Call to Order: President Laura Sass called the meeting to order at 4:00 pm.

Roll Call of Members: Members present were Dennis Aukstik, Nancy Harvey, Lanette Nelson, Herman Peterson, and Laura Sass.

Library Director, Cherie Sanderson, was also present and kept the minutes of the meeting.

Children's Program Assistant/Library Assistant, Kate Frisk, was also present.

Recognition of Visitors/Comments: None present.

Agenda Approval: Motion by Aukstik 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 Aukstik to approve the July 10, 2025 regular meeting minutes. Motion seconded by Peterson. Motion carried.

Treasurer's Financial Report: Harvey presented the July Treasurer's Reports. The balance in the "5311" checking account at the end of July was \$19,852.67. The balance in the "1012" account at the end of July was \$18,349.70. The balance in Reading Garden designated funds at the end of July was \$2,257.38. The balance of the CD at the end of July was \$25,195.68. Total funds held by the board at the end of July is \$62,243.70. Sass accepted the report to be placed on file for audit. Motion by Sass to add Kate Frisk to the credit card account so she can have her own card. Motion seconded by Nelson. Motion carried. Motion by Aukstik to increase petty cash "float" to \$50. Motion seconded by Nelson. Motion carried.

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 \$332.48. Bills to be paid by the Town total \$126.29. Bills already paid by the Town total \$10,437.11. Bills to be paid by the Friends total \$1,898.63. Motion by Harvey to approve payment of the bills as presented with payment to Marco when the statement is received. Motion seconded by Sass. 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 Used Book Sale has been doing very well! Inventory of paperback and hardcover fiction is low. Fall raffle ticket sales have begun. Tickets will be sold until the night of Taste of Boulder Junction on October 4th and winners will be drawn that night at the end.

Children's Programming Updates: Summer Programming ended last week. We had 27 reading challenge participants who read a total of 40,701 minutes. Due to Camp Invention happening at North Lakeland, there are still quite a few participants who have not received their prizes. The Science event at the Discovery Center had a good turnout of 63 people - Kate and Callie were able to reel in a handful of families who had just been at the center to visit. Kate will spend the rest of August planning Fall programming, including Lighted Schoolhouse, the possibility of visiting the Little Forest School, as well as several events at the library. A preview of what is being worked on:

- Shared Dragon program at the Discovery Center with Manitowish Waters (already planned/confirmed)
- Mythical Creatures program with the Northwoods Wildlife Center (they are doing the program at Manitowish Waters as a tie-in to the dragon program, we just need to get our date set)
- Interactive Book Walk, tentative date set for October 11
- Homeschool workshops

Adult Programming Updates: Programming is winding down. There are still some programs scheduled in September. Kate and I will be working on some ideas for more fall adult programming. See the list below.

NWLS/NWLN Updates: Jackee Johnson's position has still not been filled. I will continue to forward emails with updates about IMLS funding and how that affects state and system funding/cuts.

Upcoming Events and Programs:

- August Art in the Library will be Jim Arnold (underwater photography)
- September Art in the Library will be Kate Reichl (astrophotography)
- Tuesday Tech Time – every Tuesday from 2-4pm by appointment only
- 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 Club – every first and third Wednesday from 10am to Noon
- Northern Waters Genealogical Society - 1st Tuesday of the month at 6 pm
- Boulder Junction Music Gathering – 2nd Tuesday of the month at 5 pm
- Meditation Sessions – 2nd and 4th Wednesdays at 10:30am
- Flea Market Used Book Sales Tuesdays – June 3 – August 26
- Book Bike at Music on Main on Wednesday nights June 11-August 13
- Tuesday, August 19 – Author Judy DuCharme at 7pm
- Tuesday, August 26 – Town Board Meeting at 6:30pm
- Thursday, August 28 – OurStory History Program at 7pm
- Wednesday, September 3 – Friends of the Library Meeting at 8:30am
- Saturday, September 6 – Getting Started on Your Genealogy Workshop 10am-Noon
- Thursday, September 11 – Library Board of Trustees Meeting at 4pm
- Thursday, September 18 – Artist's Reception and Presentation at 6:30pm
- Thursday, September 25 – OurStory History Program at 7pm

- Tuesday, September 30 – Last Day of Summer Hours
- Tuesday, August 26 – Town Board Meeting at 6:30pm
- Thursday, August 28 – OurStory History Program at 7pm – TBA
- Saturday, September 6 – Getting Started on Your Genealogy Workshop 10am-Noon

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- Discussion and Possible Action – Reading Garden Update – Grassy Patch and Pergola Staining:** Grassy patch discussed and tabled. Sanderson will request a quote for staining the pergola and bring it to the next meeting. No action taken
- Discussion and Possible Action – Art in the Library Update:** November and December are still open. No action taken.
- Discussion and Possible Action –2025 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.
- Discussion and Possible Action – Director/Assistant Goals – Quarterly Program Review:** Frisk and Sanderson explained the monthly statistics database that is being used. No action taken.
- Discussion and Possible Action – Board Goals – Review Strategic Plan:** No action taken.
- Discussion and Possible Action – Succession Planning Update:** Steps discussed. No action taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- Discussion and Possible Action – Credit Card Limit Increase:** Motion by Aukstik to increase the credit card limit to \$5,000. Motion seconded by Harvey. Motion carried.
- Discussion and Possible Action – 2026 Budget Preparation/Schedule Meeting with the Town:** Sanderson began discussion of 2026 budget needs and constraints. Sanderson will send the 2025 budget rough draft to board members to see how we've done this in the past. Sanderson will also look into COLA and inflation percentage.
- Discussion and Possible Action – Director Resignation and Retirement Announcement Planning:** Sanderson submitted her official resignation due to retirement. Her final date will be Friday, February 27, 2026. Sanderson will draft a press announcement and bring the draft to the next meeting for review.

Set Date and Time for the Next Meeting: The next regular meeting date will be held on Tuesday, September 16 at 5:15pm.

Adjourn: Motion by Sass to adjourn at 5:31pm. Motion seconded by Peterson. Motion carried.

Respectfully Submitted by Cherie Sanderson on September 6, 2025