

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
September 16, 2025 – 5:15 pm

Call to Order: President Laura Sass called the meeting to order at 5:18 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.

Library Assistant /Children's Program 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 Harvey to approve the August 14, 2025 regular meeting minutes. Motion seconded by Aukstik. Motion carried.

Treasurer's Financial Report: Harvey presented the August Treasurer's Reports. The balance in the "5311" checking account at the end of August was \$17,213.66. The balance in the "1012" account at the end of August was \$18,762.59. The balance in Reading Garden designated funds at the end of August was \$1,369.00. The balance of the CD at the end of August was \$25,399.54. Total funds held by the board at the end of August is \$60,890.79. Sass accepted the report to be placed on file for audit. Motion by Sass create a Zeffy account to take online donations. Motion seconded by Aukstik. 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 \$439.70. Bills to be paid by the Town total \$126.43. Bills already paid by the Town total \$6810.66. Bills to be paid by the Friends total \$2,553.35. Motion by Aukstik to approve payment of the bills as presented with payment to Marco when the statement is received. Motion seconded by Harvey. Motion carried.

Director's Monthly Report (taken directly from the report handed out at the meeting):

Circulation and Usage Statistics: See attached report.

Children's Programming Updates: The start date of Lighted Schoolhouse is still being discussed - Lani & I may have a verbal update during the meeting. I will also give a verbal update on how Colorama Arts & Crafts Fair went with the book bike. I am also attending the Vilas County Baby Shower on Thursday; this is a resource fair for families in all of Vilas County and is being held this year in St. Germain. Future programming includes the annual Interactive Book Walk on Saturday, October 11, for which we are

starting to look for volunteers. The author of the book will also be present for the day. October 16th starts the annual Wisconsin Science Festival and we will again encourage patrons to partake in a BioBlitz - a recording of any and all living species in a designated area. I have reached out to the Discovery Center to try and set up a short program about plant and animal identification apps to hold at some point during the festival which runs until the 26th. Saturday October 25 will be busy: we will start with hosting Fantastical Creatures with the Northwoods Wildlife Center. Sheridan will take the kids on an adventure to discover mythical creatures and their origins. Later that afternoon the book bike will be present during the downtown trick or treating event. Finally, the Dragon Training Academy hosted with Manitowish Waters will be held at the Discovery Center on November 1st.

Library Assistant Update:

Processing

- Games: updating current games for easier check-in and adding quite a few new games
- Audio CDs - processing is behind as I wait for records to be created - more of sign that other libraries are decreasing their orders.
- Big thank you to the volunteers who have learned to cover the books!

Technology

- Website for volunteer shift sign-up so everyone can see 'real time' open shifts and which ones are already taken
- New scanner at circulation desk - reads barcodes on phone from new Northern Waters catalog app
- Zeffy
 - Currently using for classes / workshops
 - Friends ran into issue linking bank account - attempt or use Square?

Marketing / Public Communication

- Working on a calendar to streamline social media posts and community center sign

Continuing education: 'tis the season for webinars!

- Deepfakes : Spotting Misinformation
- Literacy & Justice for All
- Collection Management 10/3

Credit card update

Petty Cash Tracking update

Succession Planning

- Document started
- Streamlining / updating processes as we go through them
- Laura & Nancy given rough outlines of 3 positions for replacement

Friends of the Library Update: The Used Book Sale is done for the year. Fall raffle ticket sales began in August and have been slow but steady. 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. Taste of Boulder Junction planning and prepping is in full swing. Lauren needs more helpers! Baskets, wine, beer, and appetizers needed as well. Cookie Walk Chairperson position is still open and needs to be filled. Cooking baking party taking place on Saturday, November 15.

Adult Programming Updates: See list below. Only a few programs being added this fall.

NWLS/NWLN Updates: Jackee Johnson's position has still not been filled but has gone to committee. Federal Funding Update (IMLS): The Senate approved the FY2026 budget bill in late July with nearly level funding for IMLS; a positive outcome given earlier threats to eliminate the agency. The House released its version on September 1 and held a markup on September 2, with full committee review expected September 9. Early indications are that the House draft is less favorable to library funding than the Senate's. As the process moves forward, both chambers will need to reconcile differences before the final bill is passed and signed. Advocacy remains critical; especially in reminding legislators how IMLS supports rural libraries, interlibrary loan, and digital resources. The statewide postcard campaign made a real impact in raising awareness, and we want to thank you for your participation as your efforts truly helped strengthen the message to our legislators!

Upcoming Events and Programs:

- September Art in the Library is Kate Reichl (astrophotography)
- October Art in the Library will be Steve Rotter nature photography
- 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
- Wednesday, September 17 – 2-4pm Tech Talk Class
- Thursday, September 18 – Artist's Reception and Presentation at 6:30pm
- Tuesday, September 23 – Town Board Meeting at 6:30pm
- Thursday, September 25 – OurStory History Program Dr. Kate at 7pm
- Tuesday, September 30 – Last Day of Summer Hours
- Saturday, October 4 – Taste of Boulder Junction event 5-8pm
- Saturday, October 11 – Interactive Book Walk Time TBD
- October 19-25 - Friends of Libraries Week
- Saturday, October 25 – Fantastical Creatures at Discovery Center at 10:30am
- Saturday, October 25 – Downtown Trick or Treat with Book Bike from 2-4pm
- Saturday, November 1 – Dragon Training Academy with MW at Discovery Center at 10am

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Reading Garden Update – Pergola Staining Quote:** Sanderson presented the pergola staining quote from Gary Buchert. Gary gave us three options. Motion by

Aukstik to re-coat the pergola with a sold color “timber” stain for \$1340. Motion seconded by Harvey. Motion carried.

- b. **Discussion and Possible Action – Art in the Library Update:** November and December are still open. No action taken.
- c. **Discussion and Possible Action –2025 Operations Calendar Monthly Review:** Current items were reviewed. No action taken.
- d. **Discussion and Possible Action – Director/Assistant Goals – Succession Planning Task List:** Frisk and Sanderson explained the document they are creating for keeping track of training tasks and deadlines. No action taken.
- e. **Discussion and Possible Action – Board Goals:** No action taken.
- f. **Discussion and Possible Action – Succession Planning Update – Retirement Announcement:** A special meeting is needed to discuss Kate’s position and the wording for the retirement announcement. No action taken. Sanderson was asked to keep Succession Planning Task List on all future agendas.
- g. **Discussion and Possible Action – 2026 Budget:** Sanderson and Sass presented a draft of the 2026 budget. No action taken. Will be added to the next agenda.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

Set Date and Time for the Next Meeting: A special board meeting will be held on Thursday, September 25 at 4:30pm. The next regular meeting date will be held on Thursday, October 16 at 5pm.

Adjourn: Motion by Nelson to adjourn at 7:18pm. Motion seconded by Harvey. Motion carried.

Respectfully Submitted by Cherie Sanderson on October 9, 2025