

Sherman & Ruth Weiss Community Library Board Meeting Minutes, August 9, 2022

The meeting was called to order at 5:18 by President Karen Duffy.

Members present:

Molly Lank-Jones
Katie Pritchett
Donna Yackel
Karen Duffy
Ray Moeller
Linda Hand
Ann Schleeter
Matt Ostrander

Members absent, excused:

Kathy McCoy
Jesse Boettcher

Pledge of Allegiance

Public Comments:

None

Approval of Minutes:

Discussion: Mr. Ostrander asked if the format of the July minutes was clear and acceptable. All present said yes.

Motion to approve minutes by Ms. Yackel

Seconded by Ms. Hand

Vote: Unanimously approved on a voice vote

Treasurer's Report:

The quarterly treasurer's report was distributed and discussed.

Bills and Vouchers:

The July bills to the city were reviewed by the board. Expenses were routine and unremarkable.

Motion to approve July bills made by Mr. Moeller

Seconded by Ms. Yackel

Vote: The bills were approved on a unanimous voice vote.

Director's Report:

- Ms. Lank-Jones informed the board that the new electric fireplace in the adult reading area was donated by Holly and Brian Duffy of Northwoods Stove and Fireplace. A plaque will be ordered to commemorate their gift. A similar fireplace will be purchased for the children's area, from Northwoods Stove.
- The butterfly wings for the children's patio are completed and ready to be mounted. Mr. Ostrander will arrange with Kelly Egger to hang the wings in accordance with her artistic vision.
- Kristine Ochu's Author Talk on 7/13 went well, as she spoke to a packed meeting room.
- The summer reading program is finished, but Lego activities are ongoing.

Committee Reports:

The nature trail is in good shape. Overhanging branches were removed by Mr. Ostrander. He asked the board if they would approve of him clearing undergrowth from in front of benches, and they replied in the affirmative.

Executive Session:

A motion to enter into a closed session to discuss employee performance and wages was made by Ms. Schleeter, seconded by Ms. Yackel, and approved on a unanimous voice vote.

Following the discussion, a motion to exit the closed session was made by Ms. Schleeter, seconded by Ms. Hand, and approved on a unanimous voice vote.

Employee Wages and Performance:

Ms. Duffy circulated a congratulatory card for Ann Larson, for being awarded Wisconsin Paraprofessional of the Year. A motion to increase Assistant Director Ann Larson's wages from \$17/hour to \$19/hour, at a total addition to the yearly budget of \$1383.82, was made by Ms. Hand. The motion was seconded by Mr. Moeller and was approved on a unanimous voice vote.

Old Business:

- Ms. Lank-Jones presented the new **Facilities and Grounds Use Form**, and it met with board approval. No action was necessary.
- **Bid requests** for the replacement of ceiling tiles and the resurfacing of the parking lot were prepared by Ms. Lank-Jones, with the help of *Sawyer County Record* editor Rich Jackson. The requests will appear in this week's *Record*. Ms. Hand suggested also posting the requests on Facebook, and it may come to that if the publication in the newspaper is not fruitful.
- Ms. Duffy met with the insurance claims adjuster regarding the **replacement of hail-damaged roofs** on both the main building and the garage. Following a review of bids, the bid of Independent Roofing of Clear Lake was approved by the adjuster and awarded the contract.
- The discussion of **Wisconsin Retirement System enrollment** was tabled until September, due to the absence of the treasurer.
- The matter of which **flags** may be allowed on the library's pole, and who has the authority to add or remove flags, was discussed. Adoption of a formal policy was tabled until the September meeting.

New Business:

- **Revenue and Expense Reports** from the city were reviewed by the board; no action was necessary.
- A draft of the **2023 library budget** was presented by Ms. Lank-Jones, who answered several questions from the board. A motion to approve the budget draft, pending the treasurer's approval, was made by Mr. Moeller, seconded by Ms. Yackel, and approved on a unanimous voice vote.
- The **Landmark Conservancy Easement Report** was presented by Ms. Lank-Jones and discussed by the board. A motion to approve the report was made by Mr. Ostrander, seconded by Ms. Schleeter, and approved on a unanimous voice vote.

End of Meeting:

A motion to adjourn the meeting was made by Mr. Ostrander, seconded by Ms. Schleeter, and approved on a unanimous voice vote at 6:55 p.m.

Submitted by Matt Ostrander, Secretary.