



217 W OAK ST.
GLENWOOD CITY, WI
BOARD OF TRUSTEES MEETING MINUTES
February 7, 2023

ATTENDING: Director Rochel Karlson, Nichelle Hart, Betsy Schug, Ken Peterson, Lara Draxler

ABSENT: President Nicole Langman

I. CALL TO ORDER: Draxler called the meeting to order at 6:02 pm.

II. PUBLIC COMMENTS: None.

III. SECRETARY'S REPORT: Hart made the motion to approve the January 3rd meeting minutes, seconded by Peterson, unanimous voice vote, motion carried.

IV. APPROVAL OF BILLS: Peterson made the motion to approve the following bills, seconded by Hart, unanimous voice vote, motion carried. A payment of \$8.49 was made to Glenwood City Hardware for repair/maintenance supplies. Payments of \$45.79, \$32.79, \$52.50, and \$49.66 were made to Baker & Taylor for the purchase of library media and materials. The annual IFLS fee of \$3,304.00 and DEMCO charges of \$86.64 and \$91.62 for book repair supplies were also approved by this motion.

V. TREASURER'S REPORT: Schug reported a current balance of \$19,948.62 in the Memorial account.

VI. DIRECTOR'S REPORT: The new shelves have been installed and library materials moved into their new locations. Along with seeing a greater number of patrons utilizing the library's communal space to work or use WIFI, total circulation has gone up with the help of the front entry book display. Rochel also received a message from the Wisconsin Department of Public Instruction stating that DPI has banned the use of TikTok and networking access to TikTok services on DPI-owned and managed devices in support of Gov. Tony Evers' Executive Order #184 and encourages library officials to consider similar action regarding our digital media materials and other equipment. Lastly, the Reading Across America Winter Reading Program will continue through March 31st. A Dr. Seuss Birthday Program will also be held on Thursday, March 2nd from 4:00pm-6:00pm.

VII. FRIEND'S REPORT: The Building Fund has a current balance of \$49,045.67, the Friends' Checking a balance of \$3,056.75, and the St. Croix Electric Grant, \$436.19. A second extension has been requested for the Bremer Grant due to repeated delays in securing the new shelving for the library. A review for how Bremer Grant funds have been spent will be due February 1st, however; the remaining \$6,412.00 from these funds was paid to Eau Claire business Interiors to close out the grant in the event another extension was not approved. Bender made the motion to make the \$6,412.00 installment payment, seconded by Nelson, unanimous voice vote, motion carried. A remaining balance of \$19,334.20 will be left to pay on the new shelving following this payment, barring that a discount for the order's repeated delays and miscommunication was not granted. Wagner made the motion to approve the renewal and payment of \$25.00 for two raffle licenses. The Amazon Smile Program has been discontinued with a final payment to be received by the Friends in February.

VIII. SCHOOL'S REPORT: Winter screenings have been completed for Elementary levels for Glenwood City. Testing season is scheduled to be held in March for Elementary and April for Middle/High. Bingo for Books was a great success with approximately 20 Middle School students attending the program.

IX: CITY'S REPORT: None.

X. CURRENT BUSINESS: Rochel reported that a roughly estimated additional \$17,000.00 would be added to the current carryover fund of \$74,000.00. A discussion of how to spend the required percentage of the carryover to avoid a loss of funds for the following year will be postponed until March 7th.

XI. NEW BUSINESS: Rochel requested to close the library to attend a Summer Reading Workshop February 23rd. Peterson made the motion to approve this request, seconded by Schug, unanimous voice vote, motion carried. Rochel then requested to sell some old children's area furniture along with a set of bar-height chairs and the large round table from the office, which she would like to replace with a more mobile, compact island unit to better aid the processing of library materials. Schug made the motion to approve this request, seconded by Draxler, unanimous voice vote, motion carried. Trustee term limits were also reviewed with Langman and Schug's positions up for reelection next year.

XII. NEXT MEETING DATE | ADJOURNMENT: Peterson made the motion to adjourn at 6:39, seconded by Schug, unanimous voice vote, motion carried. The next meeting is scheduled for March 7th at 6:00pm.

Respectfully submitted,

Nichelle Hart.