

Approved Board Minutes - Presque Isle Community Library - Board of Trustees

Meeting Category:	Regular Meeting
Date :	Tuesday February 13, 2018
Time :	4:00 pm
Location :	Library

- 1) Call to Order: Pam Whipple – 4:02 pm
- 2) Roll Call of Members / Introduction of Visitors
 - a) Board members present: Bob Berdan (RJB), Pam Whipple (PW), Cathy Weber (CLW), Mike Czarny (MC), Christine Wallace (CW), Merry Beckel (MB), Krista Slemmons (KS), Library Director: Shelly Knaack (SK). + ,
 - b) Visitors: Jeff Burke, Northern Waters Library Service (NWLS)
- 3) Agenda approval / modification: PW: Motion to change the agenda to move public comment to earlier in the agenda, RJB motion/CLW 2nd/ Unanimous
- 4) Public comment: Jeff Burke: Discussion of the resources of NWLS including obstacles, future directions, inefficiencies, possible consolidation/library consolidation. Jeff offered to serve as a liaison and willing to take questions or communicate with NWLS administration.
- 5) Approval of Minutes (January 9, 2018): Approved - Motion / CLW - 2nd MC / Unanimous.
- 6) Treasurer's report :
 - a) Action on bills to be paid – February - Approval of Feb bills to be paid in the amount of \$10,721. CLW - Motion / MC - 2nd / Unanimous.
 - b) Bank Rates – CD & Savings Accounts – Current interest rates at Headwaters Bank. Withdraws from Amazon account (\$3347.00), remaining money maintains account.
 - c) CD Efforts – Copies of CDs located on G drive and in the town office. Paperwork for CD goes through town (reduces logistics).
- 7) Library Director's Report - ATTACHED
 - d) Annual Report to Board and Signature by President, report is complete. Highlights include: open more hours (156 additional hours), decreased collection (decreased by 4,129 + 1,362 new items), increased e-book circulation by 650.
 - e) 2018 Northwoods Bookfest – several authors scheduled for the festival (i.e. Allen Eskins, Jacqueline Mitchard and Amy Reichert).
 - f) Collection Development Grant Agreement – agreed to the criteria and comply.
 - g) Reschedule Vacation for Oct 21-27, 2018.
 - h) LD Office Hours & Library Hours – remain unchanged
- 7) Committee Reports & FOL Update
 - a) FOL: January Mtg: No meetings scheduled for Mar, Apr, and July. Dinner for volunteers.
 - b) Recognition Event Planning-Firm up Plans in March. Dinner for volunteers. Trustees will assist with dinner.
- 8) OLD BUSINESS
 - a) Maintenance – Window repair, Carpet Cleaning & Painting: CLW pursuing warranty and window replacement options. Estimated window replacement – \$260.00. Estimate for cleaning carpet/tile cleaning to include town offices: carpet - \$866.20 and tile \$490.00.
- 9) NEW BUSINESS
 - a) 2019 Potential Board Vacancies – RJB and MC may be leaving the board in 2019. SK will be generating a list of potential replacements. PW exploring a change in PICL bylaws to allow non-resident trustees.

- b) Art Committee – Jackie Bassett has stepped down as Art Committee director. PW looking for replacement.
- c) Bank Signatory Authority Policy Review/Approval - Motion / RJB, MB 2nd, unanimous.
- d) Thumb Drives - PI Town Files (12/2017 - Secretary and Treasurer)

10) Adjournment: 5:20 pm. – Approved – Motion / RJB – 2nd MC / Unanimous.

Next regular meeting date March 13, 2018 at 4:00 pm. - Library

Library Director’s Report – February 13, 2018

- 1. Annual Report to Board and Signature by President

2017 Annual Report Highlights:

An additional 156 hours open per year

Total Collection – decreased 4,129

2016= 25,701

2017= 21,572 (including adding 1,362 new items)

This MAY decrease our collection numbers in the system from 4% to 3%

It depends on what the overall system looks like for collection data. This MAY save us roughly \$500 in 2019.

Total Annual Circulation-not including e-books -decreased by 39

2016 =11,101

2017= 11,062

Total e-book Circulation – increased by 650

2016=935

2017=1585

- 2. 2018 Northwoods Book Festival

Lined Up So Far:

Manitowish Waters: “The Life We Bury” author Allen Eskins on June 21st

Manitowish Water’s Friend’s Group: Jacqueline Mitchard on May 30th

Callie Bates along with her Dad, John Bates at Camp Jorn on June 6th

I have discussed with PICL Friends group about getting author Amy Reichert here, who writes fiction that takes place in Milwaukee. In her first book, "The Coincidence of Coconut Cake", the protagonist is a restaurant owner who is showing a food critic around the city. They go all over and try food of Wisconsin and Milwaukee. Showcased in the book is Sprecher Brewery, Summerfest and State Fair among other festivals and activities.

I thought it would be great fun to host Amy and have a little "Taste of Wisconsin" alongside: cheese curds, Sprecher Root Beer, brats, State Fair Cream Puffs, maybe even Brandy Old Fashioneds...and other Milwaukee and Wisconsin food.

Amy Reichert is \$250. Her agent seemed positive when asking if it is something she would consider so right now they are looking at Amy's calendar.

3. Collection Development Grant Agreement

We agree to the criteria and comply.

4. Reschedule Vacation

I have rescheduled my one week's vacation for the end of October. I am looking at October 21st-October 27th.

5. LD Office Hours & Library Hours

Unchanged, please feel free to comment.

Copy of Original Agenda

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- 10) Public comment
- 11) Adjournment

Next regular meeting date: March 13, 4:00 PM Library