

**Presque Isle Community Library
Board of Trustees Minutes
June 12, 2012**

The meeting was called to order at 4:03 pm by President Jeff Burke. Members present were Chuck Hayes, Kay Lorbiecki, Lynn Vinall, Carol Stone, and Robert Berdan. Pam Eschenbauch was also present. Jackie Bassett was absent with pre-notification.

A motion was made by Bob Berdan and seconded by Lynn Vinall to accept the agenda as presented. The motion was unanimously passed.

Minutes for the June meeting were not prepared. Bob Berdan agreed to reconstruct the minutes from meeting notes and information both to be provided by Carol Stone.

Treasurer's Report. Carol Stone distributed the June 2012 Treasurer's Report. She noted that two checks were received, one from Natural Lakes, the other from Mindy Schnell. She also called attention to the fact that available funds have now been split to reveal both encumbered and unencumbered funds. Chuck Hayes inquired whether the Libraries budget and expenditures match the records maintained by the Town, and Carol responded "yes." At the request of Jeff, a motion was made by Chuck, seconded by Lynn, to pay the June invoices in the amount of \$5546.10. Motion carried.

Library Administrator's Report. The monthly NWLS circulation sheet was distributed and discussed. It was noted that circulation numbers are in line with last year, notwithstanding the significant drop in out of state circulation, presumably due to the opening of the Marenisco Library. Pam discussed the NWLS Director's meetings she's been attending wherein work is ongoing to create a 5 year Plan. Jeff also discussed his participation in the NWLS Trustees meeting wherein work on the same Plan is ongoing. The blue sky planning occurring at NWLS included what programs to add or delete assuming future funding levels permitted or prohibited changes. Discussions encompassed clerical help, use of volunteers and potential staff retirements. Pam also indicated that the summer reading brochures have been completed. She also noted that Mark Moran, an antique appraiser, will be at the PICL on August 22d, and Kathy Esche plans to bring a "listening dog" to the library for children to read aloud to.

OLD BUSINESS

- 1) Merlin/NWLS. In addition to the 5 year planning discussed above, Jeff observed that as a result of his attendance at the NWLS Trustees meeting, he's become aware that not all NWLS Libraries share their collections. NWLS Trustees also engaged in discussions about meeting the needs of special needs patrons, bandwidth and the potential elimination of mail-a-book.
- 2) Lower level development-current use policy. The question was posed as to whether the Library should promote the use of the lower level space, as is. Kay reported how well the space was suited for her recent watercolor workshop.
- 3) Patron email list development. Kay has created an Excel spreadsheet that includes Library patrons, friends and program participants. It is now available to promote upcoming programs etc.
- 4) Out of system use policy development. As discussed above, the opening of the Marenisco Library has had an adverse impact on out of state circulation. It was reported that the Marenisco Library will also be hosting a book sale as a fund raiser. It was decided that the

question of whether or not to create an out of system use policy would remain on the agenda as we continue to monitor the impact the Marenisco Library has on the PICL.

- 5) Library Marketing Campaign. Kay plans to distribute the upcoming PICL calendar of events to everyone on the newly created patron email list. She also reported on her successes in getting print space in *The Lakeland Times*, *The Ironwood Globe* and *FYI*, and air time on WXPR FM and WJFW TV.
- 6) Art program funding. Kay is seeking Thrivent Financial matching funds for the Book Sale, and Carol has found and asked six Thrivent members to support Kay's application for the Book Sale to qualify for the Thrivent match funding. Carol agreed to submit the online match funding application. Carol suggested using the amount of the Thrivent match funding to support the art program at the Library. As a point of reference, Pam shared that last year the Book sale generated \$900.00 for the Library, and the Thrivent Match dollars are capped at \$1600. Lynn moved to approve this use of the Libraries unencumbered funds, and Bob seconded the motion. The motion carried unanimously.
- 7) Book Sale. Saturday and Sunday, June 23/24. Pam is still seeking additional volunteers to work at the sale. She circulated the signup sheet. Any remaining books/videos will be donated to area Nursing Homes (Jackie to organize), and/or the Marenico Library. Books will not be thrown away.
- 8) Miscellaneous Board business. None

NEW BUSINESS

None

Miscellaneous board business

Jeff briefly updated the Board on the status of The Friends of the Library.

Public comment – None

Next meeting date – July 10, 2012 at 3 pm.

Adjournment – Motion was made by Chuck, seconded by Kay, to adjourn the meeting at 5:25 pm. Motion carried.