
APPROVED BOARD MINUTES PRESQUE ISLE COMMUNITY LIBRARY - BOARD OF TRUSTEES

Meeting Category: Regular Meeting
Date : March 12, 2019
Time : 4:00 pm
Location : Library

- 1) **Call to Order** – PW: 4:00 p.m.
- 2) **Roll Call of Members/Introduction of Visitors**

Board members present: Pam Whipple (PW), Joan McDonald (JM), Krista Slemmons (KS), Merry Beckel (MB), Shelly Knaack (SK), Carl Wolter (CFW), Absent: Vicki Gillett (VG), Christine Wallace (CW)

Visitors: Sarah Kremps, Cathy Logan Weber (CLW)

3) **Agenda approval/modification**

- a) Change in the next meeting to April 9th, 2019.

JM: Motion, 2nd: MB, Motion approved: unanimous

- 4) Approval of Minutes (Jan.8, 2019)
 - a) Modifications to 2/26/19 meeting minutes
 - i) Spelling error in 7A
 - ii) Added Sarah Kemp was a visitor at last meeting
 - iii) Vicki Gillet was absent

JM: Motion to approve minutes with changes, 2nd: PW, Motion approved: unanimous

5) **Treasurer's report**

- a) Modifications to formatting on expenses report. SK and MB are seeking input in the new format
- b) Action on Bills to be Paid for February in the amount of \$4,704.94. SK reviewed expenditures and income expected for March:
 - i) **Income:**
 - (1) Friend's donation of \$10,000 and other smaller donations. Vilas County check of \$2800 was received.
 - ii) **Expenses**
 - (1) February Predicted and Actual Expenses:
 - (a) Predicted \$12,053.49 in expenses and had actual expenses of \$12,056.24, a difference of \$2.75
 - (2) March Projected Expenses:
 - (a) Expected normal expenses, salaries, collection development, supplies, postage and telephone. Small amount anticipated for programming (mostly for food and food supplies for programs). However most of it was donated. Fee for the website of \$106-domain name is \$10 per year and yearly website hosting is \$96. Approval requested for March expenses to be \$4704.94 for bills to be paid.

MB: Motion to approve budget, 2nd: JM, Motion approved: unanimous.

- 6) **Library Director's Report** (see attached for details)
 - a) Library News
 - i) Upcoming programs
 - ii) Collaboration – done in the past (e.g. split costs with Sayner for presenter costs)
 - b) Talking Points and Attendance for PI Annual Town Meeting
 - i) Copies of presentation given to board members
 - (1) Suggestions: PW-Include how visits and circulation compared to past years (include % change), board members should email SK if there are any other suggestions for the Town presentation.
 - c) LD Office Hours – no change
- 7) **Committee Reports**
 - a) Liaison – CLW awaiting announcement of town logo. PW: where will the signs be placed. CLW & CFW: logo will be through out the town. Signs will coordinate across the town. Colors are yet to be determined.
CLW: wanted to thank the board members for input and contribution.
- 8) **Old Business**
 - a) Security in the Library Update – SK and PW: working to gather more data before deciding (e.g. audio vs silent). SK looking at other libraries. Another library uses security system through phone company. Looking into whether Century Link offers such a service. CFW: town is still considering a security system. CFW asks PW to see if the town is still interested in the security system.
 - b) Volunteer/FOL - Recognition Event Plans - tentative date is May 21st at 5:30. PW: has reserved the community room instead of library basement. Entertainment will be provided. PW: will have a sign-up sheet for food/drinks at the next meeting. SK will be sending out invites approximately a month ahead along with a RSVP.
- 9) **Public comment** - none
- 10) **Adjournment**, 4:40: p.m.

Next regular meeting date: April 9, 4:00 PM - Library

LIBRARY DIRECTOR'S REPORT MARCH 2019

Library Director's Report March 2019

a. Library News
Programming

Upcoming programs:

*Nicolet Class: "Painted Cookies" on March 15th at 10 AM

*March Movie: "Green Book" on March 20th at 1 PM

* Lunch & Learn: "Wellness" on March 21st, with free lunch at 11:30 and program at 12 noon.

Northwoods Book Festival

We have confirmed author Karen Dionne, who wrote “The Marsh King’s Daughter” on May 28th at 6 PM. This book takes place in the UP of Michigan. We will kick off a little book tour she is doing in Upper Michigan.

Collaboration with Vilas County Libraries

The Vilas County Libraries are collaborating and sharing ideas together with a shared Google Drive and in person meetings. This will allow librarians to not “recreate the wheel” for programs and offerings and help to split costs for presenters. We have had one meeting so far, weather was an issue but 4 of us showed up: Eagle River, Boulder Junction, Land O’ Lakes and Presque Isle. Additionally, at the recent Children’s Book Festival: Sayner, Phelps, Eagle River and Land O’ Lakes librarians were able to meet for lunch and connect about ideas for children’s programming. They will be sharing with the other librarians.

b. Talking Points and Attendance for PI Annual Town Meeting

Sending this in a separate document, I plan to attend on April 16th.

c. LD Office Hours

Tues., Thurs., Sat.: 9-12, Wed: 9-6 & Fri. 9-3

ORIGINAL LIBRARY AGENDA

Presque Isle Community Library - Board of Trustees	
Meeting Category:	Regular Meeting
Date :	March 12, 2019
Time :	4:00 pm
Location :	Library

- 1) Call to Order
- 2) Roll Call of Members/Introduction of Visitors
- 3) Agenda approval/modification
- 4) Approval of Minutes (Feb. 26, 2019)
- 5) Treasurer's report
 - a) Action on Bills to be Paid- March
- 6) Library Director's Report
 - a) Library News
 - b) Talking Points and Attendance for PI Annual Town Meeting
 - c) LD Office Hours
- 7) Committee Reports
 - a) Liaison - Town of Presque Isle
- 8) Old Business
 - a) Security in the Library Update
 - b) Follow up on Volunteer/FOL - Recognition Event Plans
- 9) Public comment
- 10) Adjournment

Next regular meeting date: March. 12, 4:00 PM - Library