

Presque Isle Community Library - Board of Trustees	
Meeting Category:	Approved Minutes
Date:	October 12, 2021
Time:	4:00 pm
Location:	Due to the Covid19 variants, we will be virtual for the foreseeable future. Join meeting via Zoom: https://us02web.zoom.us/j/8325947295

- 1) Call to Order (PW): The meeting was called to order by President Pam at 4:00pm.
- 2) Roll Call of Members/Introduction of Visitors (PW): Present: Pam Whipple (PW), Shelly Knaack (SK), Merry Beckel (MB), Sara Krembs (SK), Susan Casey (SC), Joan McDonald (JM). Absent: John MacLean (JM), Vicky Gillett (VG) and Christine Wallace (CW).
- 3) Agenda approval: Motion to approve the agenda as presented by MB, second by SC. Motion passed unanimously.
- 4) Approval of Minutes (Sept. 14, 2021): Motion to pass the September 14th minutes as corrected (Breitholtz correction, add members absent to roll call) made by SC, second by PW. Motion passed unanimously.
- 5) Treasurer's report (MB)
- 6) a) Action on Bills to be Paid – October: Motion to pay bills in the amount of \$6773.55 made by JM, second by SC. Motion passed unanimously.
b) Annual Budget to Town: The budget was given to the town clerk. There has been no reply as yet until budget is finished by the town board. There may be changes at that time.
- 7) Library Director's Report (SK): hand out attached to these minutes.
 - a) Library News: 5 new library cards were given out during the September drive. Shelly and Sara have been working on updating the series collection. Vicki will be working on getting some of her pieces in the library for October/November. There are 2 new volunteers at the library
 - b) Space Usage Requests: Space request forms have gone out.
 - c) LD Office Hours: No change.
- 8) Committee Reports
 - a) Policy Committee- Donations and Gifts Policy (SK): Policy Committee will be working on this policy> SK spoke about the hats for sale at the library right now and is worried about it getting out of hand. She feels there needs to be better guidelines. After discussion the Policy Committee will write a new policy to cover sales in the library.
 - b) Trustee Search Committee (PW): A new person will be needed to replace Joan M. There are 2 applications in so far. October 15 is the deadline for applications.
- 9) Old Business: None
- 10) New Business
 - A) 2022 Slate of Officers: Officer terms are for one year. PW will stay on as President and MB will stay on as Treasurer. A new secretary will be needed.
- 10) Public comment: None
- 11) Adjournment: The meeting was adjourned at 4:48 PM.
Next regular meeting date: November 9, 2021 4:00 PM via Zoom

Respectfully Submitted
Joan A McDonald, Secretary

Presque Isle Community Library - Board of Trustees	
Meeting Category:	Regular Meeting
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- 12) Call to Order (PW)
 - 13) Roll Call of Members/Introduction of Visitors (PW)
 - 14) Agenda approval
 - 15) Approval of Minutes (Sept. 14, 2021)
 - 16) Treasurer's report (MB)
 - a) Action on Bills to be Paid - October
 - b) Annual Budget to Town
 - 17) Library Director's Report (SK)
 - a) Library News
 - b) Space Usage Requests
 - c) LD Office Hours
 - 18) Committee Reports
 - a) Policy Committee- Donations and Gifts Policy (SK)
 - b) Trustee Search Committee (PW)
 - 19) Old Business
 - 20) New Business
 - B) 2022 Slate of Officers
 - 10) Public comment
 - 11) Adjournment
- Next regular meeting date: November 9, 2021 4:00 PM via Zoom

Library Director's Report

October 2021

Library News

The Friends of the Library Newsletter has been completed. This is the major fundraiser for the Friends of the Library.

Library Cards-September was library card sign up month. We created 5 new cards in September. Ironically, on October 1st, we did 4 new cards, all patrons who recently bought homes here.

Series in collection: Sarah and I along with volunteers are working on our book series' in the library. I have been working on ordering to fill in holes of popular authors' series. We are weeding in conjunction with this. Sarah has been working on cataloging and processing book series so they are all labeled correctly and can be located easily by patrons.

Art in the Library-Vicki will be working on getting some of her pieces in the library for October/November. We have a full calendar booked by Cathy Brietholtz, up until July 2022. Kathy Sprester had the idea of displaying our "extra" art pieces we have in the library and pricing them to sell. We have a lot of random, donated framed art. An "in house" art show. I think it's a great idea as the library looks really blank since our last artist took his work down.

Volunteers- We have 2 new volunteers in the library. Terri Sullivan will be doing Wednesday mornings and Linda Williams will be doing Wednesdays 12-3 or special projects or filling in vacant volunteers.

Gina, assistant director of NWLS stopped in last week to tour our library and meet me. She had been going to all the libraries in the area.

Sustainable Shelves has resumed.

Collection Development Grant is submitted.

Cares Grant is submitted.

Lower-Level Space Storage

Space request forms have gone out. We really don't have much downstairs not library related anymore.

Library Director-Office Hours

As usual.

