

Presque Isle Community Library - Board of Trustees

Meeting Category: Unapproved Meeting Minutes

Date: July 12, 2022

Time: 4:00 p.m.

Location: Library or Zoom: <https://02web.zoom.us/j/85156803133>

- 1) **Call to Order:** Pam Whipple (PW) - The meeting was called to order at 4:02 p.m.
- 2) **Roll Call of Members/Introduction of Visitors:** PW
Present: PW, Christal Schermeister (CS), Keith Stanosz (KS), Vicki Gillett (VG), Christine Wallace (CW)
Visitors: none
Absent: Merry Beckel (MB), Susan Casey (SK), John MacLean (JM)
- 3) **Agenda Approval/Modification:** (PW) - KS moved to approve the agenda as written and motion seconded by PW. Motion passed unanimously.
- 4) **Approval of Minutes:** VG moved to approve the June 14, 2022 minutes as written and motion seconded by KS. Motion passed unanimously.
- 5) **Treasurer's Report:** CS reviewed income and expenses for June and discussed anticipated expenses for July. A motion to approve July expenses of \$5,727.50 was made by KS and seconded by VG. Motion passed unanimously.
- 6) **Library Director's Report:**

Kids' Summer Program:

CS reported that the first of the kids' summer programs was on Thursday, July 7, with 8-10 children in attendance plus a few parents and grandparents.

Northwoods Book Festival:

CS attended a Northwoods Book Festival event at the Boulder Junction Library featuring author James Mills. This provided her with an example of how an author event is handled, and she would like to confirm with our Friends group and library board the individuals who will present the introduction of our author, who will read the grant statement, and who help with the room set-up for our event on August 9.

ECF Hot Spots:

CS provided an update about the ECF Hot Spots the library has received and presented various ideas about how patron checkout may be handled. CS and KS have worked on updating the library's circulation and internet usage policy. Further discussion by the board is needed on details of a policy for the hot spots.

Art in the Library:

Artist Sandra Cashman's reception was held on Wednesday, June 22, and had a good turnout. A reception for the July/August artist, photographer Aline Fetter is planned for Wednesday, July 20. If artist receptions are to continue, the library may need a policy statement outlining specific responsibilities of the artist and those of the library.

Library Director's Office Hours:

CS is working 40 hours per week, mostly when the library is open and the remainder when the library is closed. She is available to meet when needed and can be reached by phone or email.

7) Committee Reports:

a) **Trustee Board Member Terms and Search** – PW announced that she will step down from the board at the end of this year when her term ends. Susan Casey's term also ends with December 2022. At the time of this meeting, it was not known if she would continue with another term. PW, VG, and KS will be on the search committee for a new board member, possibly two.

8) Old Business:

a) **Volunteer Recognition Dinner** – PW reminded the board of the date, Wednesday, October 5, at 5:30 p.m. for the dinner. Plans for finalizing food and set-up to be discussed further at the August board meeting.

b) **Northwoods Book Festival Plans** – PW said the Friends of the Library will take the lead on this event, scheduled for Tuesday, August 9.

c) **Next Board Meeting Date** – due to the Book Festival event falling on the day of a regular board meeting, it was decided to move the board meeting to Thursday of the same week. The board will meet on Thursday, August 11, at 4:00 p.m. at the library.

9) New Business:

a) **ECF Hotspots Policy update** – discussion of the wording for a policy took place but still needs to be worked out and finalized. To be continued at the next meeting.

b) **Review of FOL policy on sales in the library** – Due to increasing requests from members of the community to have handcrafted items and artwork for sale in the library, and due to space limitations in the library, it was decided that a procedure is needed to handle such requests. A request form will need to be submitted by the person wanting to have items for sale, a limited timeframe is to be established, and the library director will have the discretion to approve or decline requests.

c) **Volunteer Recognition** – discussed under Old Business.

10. **Public Comment:** None

12. **Adjournment:** 5:38 p.m.

Next regular meeting date: Thursday, August 11, at 4:00 p.m. at the library and via Zoom.