

Presque Isle Community Library - Board of Trustees	
Meeting Category:	Regular Meeting
Date:	July 9, 2024
Time:	4:00 pm
Location:	At the library and via Zoom
Zoom information:	Zoom link: <a href="https://us02web.zoom.us/j/82020344496">https://us02web.zoom.us/j/82020344496</a> Meeting ID: 820 2034 4496

- 1) Call to Order (KS)
  - a) KS called to order at 4:02 P.M.
- 2) Roll Call of Members/Introduction of Visitors (KS)
  - a) Board Members Present: Christal Schermeister-Simons (CSS), Keith Stanosz (KS), Christine Wallace (CW), , Lisa Ruesch (LR), Joe Kemnitz (JK), Mary Koster (MK)
  - b) Board Members Absent: Cathy Logan Weber (CLW), Kip Decker (KD)
  - c) Visitors Present: None
- 3) Agenda approval/modification (KS)
  - a) Motion to approve by CW
  - b) Seconded by KS
  - c) All in favor, motion passes
- 4) Approval of Minutes (June 11, 2024) (KS)
  - a) Motion to approve by LR
  - b) Seconded by KS
  - c) All in favor, motion passes
- 5) Treasurer's report (CSS)
  - a) Income during the month of June
    - i) Some donations, petty cash, and interest totaling \$326.13
    - ii) Still waiting on an approved budget from the town for the year
  - b) Expenses during the month of June
    - i) Similar to prediction, some bills haven't come in yet
    - ii) After June, we are at 55% of our year to date budget
  - c) Action on bills to be paid - July
    - i) Motion to approve spending of \$5,480.90 by CW
    - ii) Seconded by KS
    - iii) All in favor, motion passes
- 6) Library Director's Report (CSS)
  - a) Art in the Library
    - i) Continuing Polly Sievert events through July
    - ii) Material Girls quilts in August
  - b) Kids' Programs / Community Events
    - i) Kids' programs start this week with five weeks of Discovery Center programs

- ii) Vilas County Tick Presentation: Wednesday, July 31 at noon
- c) Updates on entrance renovation
  - i) Walls are painted
  - ii) Couch and one new chair have been delivered. The FOL paid for the furniture as a donation.
- d) Office hours
  - i) Same as usual

## 7) Ongoing Business

- a) Book-sale
  - i) Bag sale vs individually priced - \$5/bag (people can bring their own, or we'll provide some)
  - ii) Set up starts July 31 with tables, August 2 volunteers will come set up books
- b) Advisory committees
  - i) Note to make sure committees have 2-3
- c) Library director review
  - i) CW, KS, and KD wrote up a review for CSS and shared with the board. All feedback was positive. KS will go through it with CSS and put in appropriate files
- d) Volunteer dinner
  - i) August 27 at 1pm, catered by Martha Kelly

## 8) Policy Review

- a) Key Policy
  - i) Motion to approve by CW
  - ii) Seconded by KS
  - iii) All in favor, motion passes
- b) Job Description - Library Assistant
  - i) Motion to approve by LR
  - ii) Seconded by KS
  - iii) All in favor, motion passes
- c) Equipment Budgeting
  - i) Motion to approve by CW
  - ii) Seconded by MK
  - iii) All in favor, motion passes
- d) FOL
  - i) Motion to approve by JK
  - ii) Seconded by LR
  - iii) All in favor, motion passes
- e) Health Emergency
  - i) Motion to approve by LR
  - ii) Seconded by KS
  - iii) All in favor, motion passes
- f) Operations
  - i) Motion to approve by MK
  - ii) Seconded by CW
  - iii) All in favor, motion passes
- g) Personnel
  - i) Motion to approve by CW

- ii) Seconded by JK
  - iii) All in favor, motion passes
- h) Lower Level Storage
  - i) Motion to approve by LR
  - ii) Seconded by MK
  - iii) All in favor, motion passes

9) Public comment

CSS reports that NWLS is considering merging with another library system. CSS will meet with area library directors to discuss later this week. A vote will be held later this month.

10) Adjournment (KS)

KS adjourned the meeting at 4:56 P.M.

Next regular meeting date: 8/13/2024, 4:00 PM at the library and via Zoom.

Approved by the Presque Isle Community Library Board of Trustees August 13, 2024