

REGULAR LIBRARY BOARD MEETING
Tuesday, August 17th, 2021
5:00 PM LIBRARY 1st Floor/Zoom
Minutes

Members Present: Keith Ryskoski; Chair, Marilyn Hartig, Cynthia Mueller, Peggy Ross, Micaela Montagne, Katie Sanders, Lisa Potswald

Members Absent:

Staff Present: Lauren Schuppe; Library Director

The Madeline Island Library Board meeting was called to order by Keith Ryskoski, Chair. A quorum of the committee is present as reflected in the members listed above.

I. Public Comment* None

II. Board Member

A. Welcome new Board Members: Katie Sanders and Lisa Potswald

Lisa and Katie introduced themselves. Welcome & thank you for your interest!

B. Appoint Board Positions

Micaela nominates Keith for Chair, second by Peggy, all in favor, all ayes except Keith who abstains. Motion Carried.

Peggy nominated Micaela for Vice-Chair, second by Marilyn, all in favor, all ayes except Micaela who abstains. Motion Carried.

Clerical Assistant note: in the past these positions have been President and Vice-President

III. Minutes

A. Regular Library Board Meeting July 20, 2021

Motion by Cynthia to approve the July 20, 2021 Regular Library Board minutes as presented, second by Marilyn, all ayes. Motion Carried.

B. Special Library Board Meeting August 10, 2021

Motion by Peggy to approve the August 10, 2021 Special Library Board minutes as presented, second by Katie, all ayes. Motion Carried.

IV. Vouchers

A. Sign Directors Timesheet

Motion by Lisa to approve signing Directors timesheet for week ending 7/27/21 and 8/7/21, second by Micaela, all ayes. Motion Carried

B. Approve Bills

WI Elevator Inspection	\$ 138.00
Norvado	184.37
Gary Schlichting	110.00
Card Member Services	98.63
New York Times	120.00

Demco	91.48
Amazon	10.99
MIYC	175.96
Bayfield Ace Hardware	81.98

Motion by Micaela to approve bills submitted, second by Peggy, all ayes. Motion Carried.

V. Directors Report

- Lauren continues to work on the Little Learners 3K and 4K programming. Lauren is looking into grant opportunities, scholarships and funding from Bayfield School District. She is working with Debbie Knopf to do the programming, tentatively 2 – 9-week sessions (9/20/21 – 11/19/21 and 1/24/21 – 3/31/21) for a total of \$9,450. Lauren will bring a contract to the Library Board once she has a proposal on how to fund this program.
- Lauren has started working on budget planning.
- Lauren in planning to do staff reviews/goal setting in October as well as setting up technology training for staff.
- The outdoor classroom from Pergola USA is scheduled to arrive late September.
- Summer Rec will end next week.
- Lauren will contact On the Rock Roofing this week to schedule the painting of the library exterior in September.
- Deena Schuppe, Art Purchase Awardee, has a small model of her clay mobile for Ben Schram, Public Works Director and Ray Hakola, Facilities Manager to look at and figure out how to hang the full-scale piece. Lauren asked her to do this incase modification of materials need to be made in order to hang in the space provided.

VI. Strategic Plan

A. Create a timeline and appoint strategic plan leader

- Lauren recommends Lisa be the strategic plan leader as she has experience in this area.
- The first meeting will be scheduled on 9/27/21 from 2pm – 4pm upstairs at the library.
- Additional meetings are tentatively planned for 10/4, 10/18 & 10/25.

B. Discuss Library Board and Community Center Work Group

Lauren asked if she could delegate some of the tasks she is assigned by the Community Center Work Group (CCWG) to Library Board members as she feels she is holding up the group with all the tasks she needs to complete. Lauren will share her task list (after the 9/24 CCWG meeting) for members to look at and take on tasks.

VII. Budget

A. Preliminary Budget Conversation

- Lauren stated the Town Board is looking for no budget increase this next year.
- Currently cost of living is at 5.4%.
- Lauren would like to figure out how to budget for a custodian.
- Patron computers are on a 5-year rotation and will need to be budgeted next year.

Adjourn: Motion by Micaela to adjourn, second by Lisa, all ayes. Motion Carried.

Minutes taken from a recording and respectfully submitted by Dorgene Goetsch, Clerical Assistant.
Minutes approved as presented 9/21/21. Dorgene Goetsch, Clerical Assistant