

## SPECIAL LIBRARY BOARD MEETING

Monday

September 27<sup>th</sup>, 2021

2pm 2<sup>nd</sup> Floor Library/Zoom

Minutes

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

**Members Absent:**

**Staff Present:** Lauren Schuppe; Library Director

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

### I. Public Comment\* None

### II. Programs

#### A. Discuss and Approve addendum for Big Animal Production Contract

- Discussion regarding status of contract negotiations Lauren has had with Chris at Big Animal Production.
- Chris would like to take fish/trailer to MN on 10/2 and return it completed by 11/15/21.
- Lauren received an invoice for the 2-wheel trailer \$200 + \$50 delivery fee.

Motion by Lisa to approve voucher for Big Animal Production for \$250 for trailer, second by Marilyn, all ayes. Motion Carried.

*Clerical Assistant note: voucher approval was not on agenda to approve.*

Motion by Micaela to have Keith, with collaboration with Lauren, send an e-mail to Chris at Big Animal Projection to offer a new contract with a completion date of 11/30/21 and s stipulation that the project must stay on the island, second by Katie, all ayes. Motion Carried.

### III. Budget

#### A. Discuss and Approve 2022-2024 Budget

Lauren pointed out items that were updated since the last meeting:

- Librarian will be part-time or 1664 hours/year for 2022 and back to full-time in 2023 and 2024.
- Health insurance added for librarian and aid, single for 2022 and family for 2023 and 2024.
- Capital improvements for door (\$5,000) added in 2022 and lower roofs added to 2023.
- Unemployment of \$1,500 added to each year.

- Custodian added for \$2,000 (\$500/quarter).
- 2021 actual budget is currently projected to be \$10,894 lower than expected.

Motion by Lisa to approve the 2022 budget as discussed, second by Micaela, all ayes.  
Motion Carried.

#### **IV. Strategic Planning**

##### **A. Strategic Plan 2021**

See Lisa's notes on page 3.

Respectfully submitted by Dorgene Goetsch, Clerical Assistant.

Approved as presented November 1, 2021. Dorgene Goetsch, Clerical Assistant.

Vision workshop focus question – “What do we want to see in place five years from now?”

**Results of vision discussion:**

COMMUNITY	ATMOSPHERE	OPERATIONS	STAFF
Intergenerational	Bustling, multi-use, greenery, nooks	Many books displayed on top of shelves	Distance questions & recommendations, email
Great community resource	Reading garden (benches around)	Counter for checkout/in librarians	Helpful, suggest books and/or authors
Out of footprint (offsite) programs	Prepared	Technology	Kind, helpful, knowledgeable
Gathering space	Reading areas (comfy/cozy)	More space; tied into outdoors	Friendly, helpful, resourceful
	Hear people laughing, AHA moments	Welcoming display with announcements	
	Updated, modern interior; places for adults and kids to sit	Computers updated; well-meaning donations catalogued	
	Interior – less clutter, bright, inviting, tables, active learning	Children’s area moved upstairs; easier access to adult books downstairs	
	Warm, inspired		
	Leave feeling excitement, inspiration, warm		
	Quiet hum of conversation		
	Interior – comfy, cool in summer		
	“What is the building” – public art; show essence of library on outside of building		
	Parking lot is full		
	Buzz, interactive		

Lisa’s impression – everyone agreed with the vision comments written above.

**Session 2: October 4, 2021, 2:00 – 4:00 p.m. Library, second floor. Agenda:**

- We will review the above information to correct, clarify and/or make other changes.
- Contradictions (obstacles) workshop focus question- “What is blocking us from moving toward our vision?” We will use the same process as in the first session to identify specific obstacles that will block our achieving the specific facets of the vision as outlined above.