

REGULAR LIBRARY BOARD MEETING
Tuesday June 20, 2022
5:00 PM LIBRARY 2nd Floor/Zoom
Minutes

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

Members absent: Cynthia Mueller

Staff Present: Lauren Schuppe; Library Director

The Madeline Island Library Board meeting was called to order by Keith Ryskoski, Chair

I. Public Comment* None

II. Minutes

A. Library Board Meeting May 17, 2022, 2022

B. Special Library Board Meeting June 7, 2022

Motion by Katie to approve the May 17, 2022 Library Board minutes and the June 7, 2022 Special Library Board minutes as presented, seconded by Marilyn, all ayes. Motion Carried.

III. Vouchers

A. Sign Directors Timesheet

Timesheets submitted for week ending 5/14/22, 5/28/22 and 6/11/22.

B. Approve Bills

Norvado	187.70
MEI	409.64
NWLS	702.34
Hippophile Farm	1,562.50
Cardmember Services	194.98
Amazon	691.14

Motion by Micaela to approve the directors' timesheets and vouchers as presented, seconded by Katie, all ayes. Motion Carried.

IV. Directors Report

- Lauren reviewed where we stand with the yearly budget balances, and all looks well.
- Terryn's circulation computer was replaced, this was not in the budget but there is plenty in the operations budget to cover.
- Lauren has had conversations with some returning summer folks about funding for the Community Center RPF which she will discuss under ongoing projects.
- Summer Rec Program is ready to start tomorrow with all employees ready to go and the school is set up.

V. Personnel

A. Hire Amy Taylor as a Summer Rec Assistant Substitute

Lauren explained that Amy is a friend of Laura Brambilla, Summer Rec Director I, and is well qualified. Amy will fill in for staff time off either planned or unplanned.

Motion by Lisa to hire Amy Taylor for up to 80 hrs. @ \$18/hour from 6/21/22 – 9/1/22, seconded by Peggy, all ayes. Motion Carried.

VI. Library Board Members

A. Recommend Peggy Ross and Keith Ryskoski for 3 year Library Board Member terms.

Motion by Micaela to recommend the Town Board appoint Keith Ryskoski and Peggy Ross to 3-year Library Board term, seconded by Katie, all ayes (Keith abstained for himself, Peggy abstained for herself). Motion Carried.

B. Elect Library Board President and Vice-President

Keith called for nominations for Library Board President 3 times.

Motion by Micaela to nominate Lisa Potswald for Library Board President effective 7/1/22, seconded by Peggy, all ayes except Lisa who abstained. Motion Carried.

Keith called for nominations for Library Board Vice-President 3 times.

Motion by Lisa to nominate Micaela Montagne for Library Board Vice-President effective 7/1/22, seconded by Marilyn, all ayes. Motion Carried.

VII. Policy

A. Discuss and approve Grant Policy

- Lauren e-mailed the committee a list of the regular grants she applies for with amounts normally received.
- Lauren stated that Vaughn Library has a policy that the director can apply for grants up to \$5,000 without Library Board approval.
- Katie took the Town of La Pointe Grant Policy and updated the wording. It was e-mailed to the committee just before the meeting.
- Micaela asked that any grants with matching funds be approved by the Library Board.

Motion by Lisa to table until next meeting, seconded by Marilyn, all ayes. Motion Carried.

VIII. Ongoing Projects

A. Library Community Center RFP

1. Consider Otto Bremer Grant timeline

Sarah at Vaughn Library recommend this grant for a feasibility study as they received one for the same type of project. Lauren reviewed the information and would like to apply for a \$40,000 grant. The due date is 8/16 with monies received in November.

Motion by Lisa to approve Lauren to begin preparing a grant application for the Otto Bremer Foundation to be reviewed/approved at the July Library Board meeting, seconded by Micaela, all ayes. Motion Carried.

B. Island Makerspace: create, innovate, elevate

1. Approve Purchase Orders for Makerspace

Motion by Micaela to approve the purchase order for a shed from Carlson Building for \$9,550, seconded by Lisa, all ayes. Motion Carried.

B. Strategic Plan

Lauren reported she is working with Terryn and Seri on a remote calendar to be place in the library entryway and at the Post Office. She is hoping to have this in place by the beginning of July.

XI. Programming

A. Approve contract for Northwoods Forager

Lauren stated that Sam Dobson will be providing programming every Tuesday and Wednesday mornings for the entire Summer Rec Program.

Motion by Micaela to approve the contract with Northwoods Forager for Summer Rec Programming, seconded by Katie, all ayes. Motion Carried.

X. Financial

A. Approved the transfer of \$3,014.20 from Winter Rec Designated fund #34156-22 to the Summer Rec Wages fund #55112.01

Lauren explained this transfer is to replenish the General Budget fund for Marie Iannazzo's Winter Rec wages.

Motion by Katie to approve the transfer of \$3,014.20 from the Winter Rec Designated fund to the Summer Rec Wages fund, seconded by Lisa, all ayes. Motion Carried.

IX. Future Agenda Items

Grant policy, Otto Bremer Grant, makerspace tour

Thank you, Keith, for the great job serving as president!!!

Adjourn: Motion by Micaela to adjourn, seconded by Katie, all ayes. Motion Carried.

Minutes taken from recording and submitted by Dorgene Goetsch, Clerical Assistant.
Minutes approved as presented 7/19/22.