

REGULAR LIBRARY BOARD MEETING
Wednesday November 15, 2022
5:00 PM LIBRARY 2nd Floor/Zoom
Minutes

Members present: Micaela Montagne (vice-chair), Marilyn Hartig, Cynthia Mueller, Peggy Ross and Katie Sanders
Members absent: Lisa Potswald and Keith Ryskoski
Staff present: Lauren Schuppe; Library Director

The Madeline Island Library Board meeting was called to order by Micaela Montagne, Vice-chair.

I. Public Comment* None

II. Minutes

A. Library Board Meeting October 19, 2022

Motion by Marilyn to approve the above minutes, seconded by Peggy, all ayes. Motion Carried.

B. Special Library Board Meeting November 10, 2022

Motion by Peggy to approve the above minutes, seconded by Cynthia, all ayes. Motion Carried.

III. Vouchers

A. Sign Directors Timesheet

Timesheets submitted for week ending 10/15/22 and 10/29/22

B. Approve Bills

Norvado	188.29
Cardmember Services (Ben)	1,863.94
Amazon	14.84
MEI	409.64
Wal Mart	119.37
Debbie Knopf	4,825.00
Olson Building	979.30
Cardmember Services (Lauren)	1,003.80
Amazon – past due	20.19

PO for We Sell Mats for \$1,167.00

- Lauren noted the separate e-mail she sent with the PO for We Sell Mats that she would like to get approved.
- Lauren brought to the meeting a voucher for Amazon for past due charges of \$20.19. \$4.99 is for Amazon Music which was missed, and Barb Nelson, Accounting Administrator is investigating the remaining \$15.20. Lauren asked for this to be approved so it can be paid (if \$15.20 is legit) and our account can be taken off hold.

- Micaela noted that Debbie Knopf's invoice and contract dates don't match. Lauren stated that this is ok because the dates of service in the contract end 12/31/22.

Motion by Katie to approve the submitted timesheets, vouchers and PO, seconded by Marilyn, all ayes. Motion Carried.

IV. Directors Report

- Lauren expects the library to end the year on budget.
- The 2nd ARPA claim reimbursement has been received. Lauren will file the final claim next Monday which should be paid by the end of the month. Borrowed fund will be moved back to the original accounts at the December meeting.
- Lots of progress has been made on moving spaces to accommodate the new makerspace. The old computer cubicles will be repurposed into workshop tables in the outdoor classroom.
- Lauren continues to work with James Everest in creating a sound garden as an extension of the 2022 Art Purchase Award. She plans to do a contract with only the Library, instead of collaborating with the Madeline Island Museum and Island Association as she was originally thinking. Lauren is still working on other funding options.
- Lauren has been mapping out winter rec activities. The library will be receiving the Bayfield School District student discount this year for Mt. Ashwaybay. Teen movie nights have been requested as well as an adult movie series.

V. Policy

A. Review and sign NWLS 2023 Member Agreement

Lauren reported this is the standard agreement we enter into every year.

Motion by Katie to approve the 2023 NWLS Member Agreement, seconded by Marilyn, all ayes. Motion Carried.

VII. Financial

A. Review 2023 Budget

Lauren requested almost \$250,000, the Town Board proposed \$200,000 (the same as last year), Lauren went to the 2nd round of budget talks asking for \$216,500 (the minimum she feels we need to operate). The Town Board has not set the final budget yet. The decrease included making the current full-time Librarian position into 2 part-time eliminating the need to provide health insurance. The final approval of the 2023 Budget will be on the next agenda.

B. Discuss 2023 staff plan

Lauren proposed staffing for 2023 to include 2 part-time Librarians and 1 seasonal Library Assistant. General discussion on implications of this move.

VIII. Ongoing Projects

A. Library Community Center RFP

1. Discuss funding

Lauren is still waiting to hear from the Otto Bremer Foundation on possible grant opportunities.

B. Island Makerspace: create, innovate, elevate

2. Timeline and Claim update

- Claim update was in Directors Report.
- Roll-out timeline might need to be amended because of projected delays in furniture delivery.

C. Strategic Plan

1. Friends of the Library

Lauren and Seri have been working on this and will be having discussions with people in the next week to see if there is interest.

2. Discuss other 3 person statistics

Lengthy discussion on DPI statistics and how our library doesn't fit the normal "library" role in the ways we serve the community. Katie explained settlement houses and how we are filling that role. How could we capitalize on this?

Lots to think about in future strategic planning sessions.

IX. Future Agenda Items

Jane Vogt - Comprehensive Plan Steering Committee update, budget – moving funds, Debbie Knopf – spring Little Learners contract, final 2023 budget, Otto Bremer grant update, 2023 staffing, winter rec programming

Adjourn:

Motion by Peggy to adjourn, seconded by Katie, all ayes. Motion Carried. Meeting adjourned at 6:10 pm.

Minutes taken from recording and submitted by Dorgene Goetsch, Clerical Assistant.

Minutes approved as presented 12/20/2022. Dorgene Goetsch, Clerical Assistant.