

REGULAR LIBRARY BOARD MEETING
Tuesday February 21, 2023
4:00 PM LIBRARY 2nd Floor/Zoom
Minutes

Members present: Lisa Potswald (chair), Peggy Ross, Marilyn Hartig, Cynthia Mueller, Keith Ryskoski and Katie Sanders

Staff present: Lauren Schuppe, Library Director

The Madeline Island Library Board meeting was called to order by Lisa Potswald at 5 pm.

I. Public Comment* None

II. Minutes

A. Library Board Meeting January 24, 2023

Motion by Keith to approve the above minutes as presented, seconded by Marilyn, all ayes. Motion Carried.

III. Vouchers

A. Sign Directors Timesheet

Timesheets submitted for week ending 1/21/23 & 2/4/23.

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

B. Approve Bills

Norvado	185.85
Card Member Services	151.35
New York Times	96.00
Midland Services	4,911.36
Wal-mart	130.00

Lauren went over the bill submitted and noted the propane ran out (vendor error) and was last filled Jan. 13, 2022.

Motion by Keith to approve the submitted vouchers, seconded by Peggy, all ayes. Motion Carried.

IV. Directors Report

- Low financial output this past month.
- Training, employee hours all looking good and within budget.
- Lauren did 2 interviews for summer rec positions, both people would need housing.
- Working on summer rec programming, Tracey Chipman and Troy Graham are returning this year. Regular partners contracts are in the works.
- Will need to onboard new Library Board member.

Discussion on summer rec position advertising, where did candidates find the information, what avenues worked/didn't work.

Discussion on how to prepare the new Library Board Member consensus to provide the following; bylaws, Library Board statutes, building tour, review of previous agendas and meeting materials, previous meeting minutes and annual agenda template.

V. Reports

A. Review and Approve Annual Report

Lauren went over some of the changes from last year's report including, the breakdown in programming reporting and including all staff in wage reporting. Lauren noted materials spending was down from the previous year. Discussion on open hours reporting, no changes in seasonal hours.

Motion by Keith, to approve Annual Report, seconded by Marilyn, all ayes except Katie and Cynthia who abstained (did not review report). Motion Carried.

VI. Financial

A. Approve Art Purchase Proposal for 2023

Lauren explained that she does not have a contract with James Everest for a sound garden project yet but is anticipating it to be \$4,000. Lauren will be looking for matching funds from the Island Association. Discussion on possible other donors/funding.

B. Approve Scholarship Posting for 2023

Lauren e-mailed a poster to board members to review. Lauren noted the funds were already transferred to the designated fund, this would just be to approve posting to advertise the scholarship. This will be placed on the Library website, social media and Town posting sites.

Motion by Marilyn to approve posting for the 2023 Scholarship Award, seconded by Katie, all ayes. Motion Carried.

VII. Library Board

A. Recommend new Library Board Member

Lauren gave a summary of the 3 people who signed up and 2 that submitted applications.

Motion by Lisa to recommend Jane Vogt be appointed to the Library Board to fill a term ending 6/30/24, seconded by Cynthia, all ayes. Motion Carried

X. Ongoing Projects

A. Library Community Center RFP

Nothing to report.

B. Island Makerspace: create, innovate, elevate

1. Update Timeline

Lauren e-mailed an updated timeline to board members and gave a tour of the new 2nd floor space. She is planning on doing a badging program and an app for people to sign in to track usage. Discussion on security concerns.

C. Strategic Plan

Will be discussed in March.

XI. Future Agenda Items

Art purchase award, scholarship award

Adjourn:

Motion by Cynthia to adjourn, seconded by Lisa, all ayes. Motion Carried.

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

Minutes approved as presented 3/21/23. D. Goetsch, Clerical Assistant