

**REGULAR LIBRARY BOARD MEETING**  
**Thursday May 16, 2023**  
**5:00 PM LIBRARY 2<sup>nd</sup> Floor/Zoom**  
Minutes

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

Lauren introduced James Everest who is doing the sound garden installation. He explained the progress so far and how the after-school kids and community members have been helping clean, clear and build items for the project.

**II. Minutes**

**A. Special Library Board Meeting March 31, 2023**

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

**A. Regular Library Board Meeting April 20, 2023**

Motion by Katie 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 4/15/23 and 4/29/23.

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

**B. Approve Bills**

Norvado	\$ 187.78
Card Member Services	300.51
Mt. Ashwabay	1,384.80
Wal-Mart	116.68
Town of La Pointe	150.00
Elan Financial	142.99
Stage North	202.00

Lauren gave a brief explanation of the bills.

Motion by Katie to approve the bills as presented, seconded by Marilyn, all ayes. Motion Carried.

Jane suggested using a consent agenda format to approve regular agenda items. Lauren will check with the State Library Board and put it on the next agenda for discussion.

#### **IV. Directors Report**

- ARPA grant reporting will be completed on Thursday.
- Lauren is waiting to hear from the Island Association for the sound garden grant match.
- A few patrons have been in to badge for the makerspace.
- Lauren received a referral for the Summer Rec Assistant position and will be meeting with that person on Sunday. Lauren expects to put hiring for this position on the special meeting before summer rec starts.
- Lauren secured 2 more summer programming partners, so everything is in place for a 4 day/week program.
- Lauren gave a status updated on anticipated summer rec attendance and expects it to be full. Information/registration packets will go out to parents next Monday.
- Lauren was told that the roof/shingles on the library addition is bad and will need to be added as a capital project next year.
- Lauren asked for ADA compliant doors to be put on an urgent list as there was another incident with a patron not being able to get into the Library for an event. If anyone knows of sources for funding it would be helpful.

#### **V. Programs**

##### **A. Review and discuss Summer Rec employee housing**

Lauren explained she secured a long-term rental from Barbara With for housing the sound garden folks starting 5/15 and then hopes to continue the rental through 8/12 to house 2 summer rec staff members. Discussion on the rental having the correct permits and liability insurance. Lauren will make sure the rental is added to the Town's liability insurance. Lauren explained that housing for summer rec was not budgeted and there is enough in the summer rec designated fund to cover leaving a balance of approx. \$1,800. The housing for the sound garden project will be taken from the art purchase designated fund and replenished with any donation received during this event.

Motion by Lisa to approve the contract and voucher for Barbara With for \$5,750 (which included a refundable \$500 deposit), seconded by Keith, all ayes except Katie who voted no. Motion Carried.

#### **VI. Ongoing Projects**

##### **A. Library Community Center RFP**

###### **1. Discuss Bell Street Tavern in relation to the Comp Plan**

Lauren stated she met with the owner of Bell Street Tavern again and Michael Kuchta, Town Administrator to discuss ideas around how this location could serve as a community center. Lauren forwarded a copy of the Comprehensive Plan Steering Committee's draft on the topic of a community center to board members for reference. Michael suggested a workshop between the Library Board and Town Board for an open discussion about the vision and how to organize everyone who would need to be involved.

**B. Island Makerspace: create, innovate, elevate**

Lauren stated everything is going well. She spoke with Public Works about getting the outdoor shed leveled and ready for summer rec.

**C. Strategic Plan**

**1. Schedule special strategic plan meeting in June**

Tentative meeting scheduled for Thur. 6/8/23 @ 5pm. Consensus to do some prework (SWOT analysis, etc.) prior to meeting. Lisa will draft and distribute. Jane will search Comprehensive Plan Steering Committee's survey results for any comments pertaining to the library.

**VII. Future Agenda Items**

Consent agenda, Continuing Education Scholarship

**Adjourn:**

Motion by Jane to adjourn, seconded by Marilyn, all ayes. Motion Carried.

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

Minutes approved as presented 6/20/23. D. Goetsch, Clerical Assistant