

REGULAR LIBRARY BOARD MEETING
Thursday June 20, 2023
5:00 PM LIBRARY 2nd Floor/Zoom
Minutes

Members present: Lisa Potswald (chair), Keith Ryskoski, Jane Vogt, Katie Sanders and Marilyn Hartig
Members absent: Peggy Ross and Cynthia Mueller
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. Regular Library Board Meeting May 16, 2023

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

B. Special Library Board Meeting May 26, 2023

Motion by Jane 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 5/27/23 and 6/10/23.

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

B. Approve Bills

Norvado	\$ 185.30
Madeline Island Garden Center	130.00
NWLS	271.00
Elan Financial Services	64.82
Heart Graphics	45.00
Elan Financial	469.90
Wal-mart	1.26
Napa	191.26
MIFL	500.00
Shaunna Heckman	1,200.00

Lauren explained 2 vouchers (MIFL & Shaunna Heckman) that were not included in the 6/15/23 e-mail from Barb.

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

IV. Directors Report

- A rider was added to the Town's insurance (\$50) to cover the long-term rental for the sound garden folks and summer rec staff.
- Lauren will be making a large summer book purchase using NWLS grant funds.
- Summer Rec started last week and has been full every day with kids on the waitlist.
- Thanks to the board for supporting the Sound Garden Project. Lauren received a lot of positive feedback and hopes to make it an annual event.
- Lauren might have found folks to start the Friends of the Library. Jane offered to help with conversations and insight on starting a 501c3.
- Lauren has received more comments about the issues with the outside entry doors. She will put on the next agenda for discussion about installing ADA compliant doors. Lauren estimates the cost to be \$5,000 - \$7,000. Current general designated fund balance is \$37,000.

V. Library Board Members

A. Recommend Library Board Members term ending June 30, 2026

Motion by Keith to recommend the Town Board re-appoint Marilyn Hartig and Cynthia Mueller to terms ending 6/30/26, seconded by Jane, all ayes. Motion Carried.

B. Recommend Library Board Member term ending June 30, 2024

- Two applications have been received, 1 is not a full-time resident. Discussion on resident limitations in the state statute (only 2 members can be non-residents). Michael Kuchta, Town Administrator asked for clarification from the WI Towns Association. Lisa read a legal explanation from the WI Towns Association stating a resident is where you vote and intend to make it their permanent residence, staying at a vacation home more than 28 days (legal to vote) does not make it permanent. Lisa will forward the e-mail with this explanation to board members. Jane is looking for further clarification.
- Michael also pointed out that the state statute says the school district shall also have a member appointed to this board. Lauren is looking into this.
- Discussion on the other full-time applicant. Jane would like Lauren to speak with this applicant further, is this person over extended? Would it be beneficial to have younger board members? Jane would like the resident issue clarified before ruling out the first applicant.

Motion by Katie to table until further clarification, all ayes. Motion Carried.

VII. Personnel

A. Hire Sophie Douglas as a Summer Rec Assistant

Lauren gave a background on Sophie. Lauren stated there are funds available for this position due to some contracts being less than anticipated and only running the program 4 days per week.

Motion by Marilyn to hire Sophie Douglas from 6/21/23 – 9/1/23 at \$12/hr., not to exceed 250 hours, seconded by Jane, all ayes. Motion Carried.

VIII. Ongoing Projects

A. Library Community Center RFP

Katie asked, with the RFP being on hold, what about the grants we applied for. Consensus to accept the grants if offered knowing that we have 1 yr to use the funds, we can ask for an extension or we can return the funds if it's decided not to go ahead with an RFP.

B. Island Makerspace: create, innovate, elevate

Lauren stated there are consistent users and people getting badged. Micaela is planning to do pointed demos for the public. Discussion on marketing plans and targeted communication,

C. Strategic Plan

1. Discuss new planning schedule

Jane suggested bringing in an outside facilitator to steer the conversation.

Lauren will speak with Sarah Caruso to see if she is interested and when she may be available.

IX. Future Agenda Items

Elect chair/vice-chair, strategic plan schedule, board member recommendations

Jane asked about budget schedule (starts in Sept.) and Duluth endowment status (annual dividend, approx. \$6,200, has gone to winter rec designated fund and has never been expanded.

Thank you and goodbye Lisa!!

Adjourn:

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

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

Minutes approved as presented 7/18/23. D. Goetsch, Clerical Assistant