

**Farnsworth Public Library  
Meeting Minutes  
for  
July 25, 2023**

**1. Meeting called to order** by Kitty Werner, President, at 4:02 PM

**2. Roll Call**

**Trustees Present:**

Patsy Bake, Kevin Huggett, Mary Grace Murphy, Amy Peterson, Debi Schroeder,  
Kitty Werner, Mike Werner

**Trustees Absent:** Ron Rauscher, Bonnie Wusterbarth

**Guests:** Chris Augustine, Representative Town of Little Suamico

**3. Approval of Agenda**

M/S/C M. Werner/P. Bake to approve the agenda for today's meeting.

**4. Approve May 23, 2023 Board Meeting Minutes**

M/S/C M. Murphy/ K. Huggett to approve the May 23, 2023 meeting minutes

**5. Bills and Expenditures**

**a. Bills Submitted for May 26, June 6 and 30, July 14, 2023**

Kitty recommends the documents are to be treated as information.

**b. YTD Income & Expenditures**

The 2023 YTD documents are to be treated as information.

**6. Director's Report**

**Amy Peterson, Library Director reported to the Board of Trustees...**

Amy emailed the following report to the Trustees on June 28, 2023.

June went fast and according to our daily visit counter, we have definitely seen an increase in daily traffic to the library. We did host 3 summer school classes daily from June 12-23. Amanda worked really hard to make her 2 classes do some cool activities and she had some kids with lots of energy. She did a great job keeping up with all of them and keeping them engaged. This seems to be a good fit for the school district also and I anticipate this partnership will continue next summer.

We organized the Chalk It Up on Main Street on June 8. This was a success with help from the

Oconto Area Chamber -many of the members decorated their sidewalks. We also collected ads and made the Rummage Sale Map for City Wide Rummage Sales on Copperfest weekend. The Oconto County Economic Development Office printed copies of the maps for us. We estimate we gave out around 900 maps from the library and area businesses.

On Tuesday, June 20 we started doing a Storytime on the Steps at the Beyer Home. The first one was a little slow, but last night (June 27) we had a great turnout. This will continue on Tuesday nights until mid/late August. Also on Tuesday nights we are doing a craft table at Tunes on Tuesday. We have had a decent turnout the first 2 weeks. This will continue until the last Tunes on Tuesday on August 15.

Finally -also on Tuesdays - Hands on Deck from Green Bay will be outside at the library every Tuesday afternoon from 1-5. Kids/Families can work on maritime skills- navigation, marine biology, knot tying, model building and electric circuits. Once they have tried all 5 skills they earn a card for a free boat ride – which can be done from Oconto on a sailboat or from Green Bay on a larger fishing boat. This is all done free for the libraries and families.

We are planning on doing craft and information tables at Waterfest on July 3 and Little River Pancake Breakfast on July 8. We are trying to attend as many community events as we can to help spread the word that the library is here.

The new library website is up and running. I have not made many changes to the original design – more to come on this, hopefully soon.

Amy reported to the Board of Trustees during the July 25<sup>th</sup> meeting:

1. I was on WOCO on July 5.
2. Attended Oconto Chamber of Commerce meeting in July
3. I was a panelist for the Louisiana Library Association conference (via zoom) on 7/7/23
4. Craft/Info tables at Tunes on Tuesdays (June 20-August 15), Waterfest (July 3), Little River Pancake Breakfast (July 7). Next one is July 29 for Pensaukee Kids Day
5. June 28- Composting and Upcycling workshop with Brook of Forest to Brook Enrichment Education Services, Abrams.
6. Stories on the Steps of Beyer Home, Tuesdays at 5:30, till end of August
7. Einstein truck here on July 21-going well, until rain had to cut it short
8. July 28- Call of the Wild program at Holtwood Sports Complex Lions Pavilion (Nicolet grant funded)
9. City Public Works Department installed a new handicap parking spot sign and pole. Our pole was rusty and the old sign and pole were stolen in June. The City Crew also removed the unwanted trees in the back fenced area of the building.

Coming up:

1. Updating all library policies
2. Einstein truck here August 8 and September 23 (during Harvest Festival)
3. August 4 Dinosaur Dimensions performance (Nicolet grant funded)
4. Friends Used Book Sale starts September 23 – will be open for Harvest Fest.

## Personnel Update:

1. Staff Training-Tour of Oconto. We went to the Beyer Home, Copper Culture and Potters Field. We also did a little driving tour of town and found some of the sites we learned about at the Beyer Home.
2. Will be working on annual evaluations in August.
3. Senator Tammy Baldwin will be visiting Oconto and will start at the library at 3:00 PM.

## **7. Committee Reports**

### **a. Administrative/Personnel**

The committee will need to schedule an evaluation for Amy before September.

### **b. Building / Grounds**

The back door is still a "work in progress."

### **c. Finance**

Nothing to report at this time.

## **8. Correspondence/Public Input**

None to report

## **9. Discussion/action/recommendation on the following:**

### **a. Recurring**

#### **i. Friends Happenings**

Friends will meet on Wednesday, September 13, 2023

### **b. Old Business**

#### **i. Landscaping**

A volunteer has been working on restructuring the flower bed around the flag pole.

#### **ii. Town of Little Suamico – Chris Augustine**

Chris Augustine returned to update the Trustees on the progress of the Town of Little Suamico establishing a branch library of Farnsworth Public Library.

### **c. New Business**

#### **i. Oconto County Library Planning Committee update**

The Board of Trustees were informed about the discussion at the recent Oconto County Library Planning Committee meeting.

#### **ii. Tourism kiosk**

At the recent Chamber of Commerce meeting, the idea of having a tourism kiosk came up. Amy asked the Trustees if we would be interested providing an outside structure on the library property. The board decided to table it and look at other options.

#### **iii. Library fees and bills**

September is Library Card Sign Up Month. M/S/C M. Murphy/K. Huggett to wave the card fee for the month of September.

**iv. Library Board meeting time**

Table the discussion of the new time of 4 PM for the Board of Trustees meetings until all members are present.

**10. Adjournment**

Adjournment took place at 5:13 PM, M/S/CM. M. Murphy/M. Werner

**Minutes respectfully submitted by secretary, Debi Schroeder**

**Next Meeting: Tuesday, August 22, 2023**