

Farnsworth Public Library
Meeting Minutes
for
April 23, 2024

1. **Meeting called to order** by Kitty Werner, President, at 4:01 PM

2. **Roll Call**

Trustees Present:

Dee Donlevy, Kevin Huggett, Mary Grace Murphy, Amy Peterson, Ron Rauscher,
Debi Schroeder, Wendy Spice, Kitty Werner, Mike Werner

Trustees Absent: Bonnie Wusterbarth

3. **Welcome new Oconto City Council representative – Alderperson Dee Donlevy**

4. **Approval of Agenda**

M/S/C R. Rauscher/M. Werner to approve the agenda for today's meeting.

5. **Approve February 27, 2024, Board Meeting Minutes**

M/S/C W. Spice/ M. Murphy to approve the February, 2024, meeting minutes

6. **Bills and Expenditures**

a. **Bills Submitted for March 8, March 23, April 5, April 19, 2024**

M/S/C M. Werner/R. Rauscher to approve Amy to pay the bills for these dates.

b. **YTD Income & Expenditures**

The 2024 YTD documents are to be treated as information.

7. **Director's Report**

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

What the library worked on since last Board meeting:

1. We have a volunteer working 2 days a week for 2 hours each day from the Forward Service Corporation. She is currently scanning all of 3rd and 4th floor items to make sure they are all attached to a record in the computer system. Forward Service is a program that helps people find jobs and while they are looking, looks for places they can work to build their skills.
2. The library has foam building pieces on loan from the Children's museum since mid-March. We are still checking-out day passes to the museum. This is all funded with a grant from Bond Foundation, that the museum applied for.
3. Strategic plan process- working with WILs to go over data right now.

4. Had full week of 2-3 activities each day over Spring Break, including: bingo, Legos, movies, crafts, storytime at the Bond Center.
5. New 1903 Book Club started in March, excellent attendance so far.
6. Leprechaun was hiding in library in March.
We gave away 56 tokens for the vending machine.
7. We gave away reading stickers and bookmarks for National Library week April 7-13
8. We gave away solar eclipse glasses as part of the S.E.A.L. program (Solar Eclipse Activities for Libraries). This giveaway was organized by the Nicolet Federated Library System.
9. We installed new computers for catalog searching only on 1st and 3rd floors.
These were used computers purchased from Nicolet Library system for \$50/each.
This replaces one that was very old and one that no longer worked
10. I am part of a group planning the fall Nicolet Library System conference on September 26
11. On 4/8 I attend the city tourism committee meeting. I talked with them about things on their agenda that I thought the library could coordinate with them on-murals, tourism stand, Infosoup Road Trip, rummage sale map, meeting spaces and our free public WIFI.
12. Spoke at Nicolet Federated Library System board meeting on 4/11. We were the featured library for that month's meeting.

Building & Grounds:

1. We were closed on 4/3 because we did not have power.
2. City crew spread black dirt over sewage damage area outside. City will prep the area this week for the sidewalk to be ready for Scott Tousey to do cement work. We will be billed for what Tousey does.
3. Staff are meeting this Friday to look over redesign plans from Kay-12 and Demco. Once staff have made suggestions and changes; the board will get to look at them in May.
4. John Bostedt and rest of Park and Rec team took our 2 picnic tables, sanded them, replaced bolts and reinforced some parts so they are ready for spring and summer visitors.
5. We have 1 volunteer who cleaned out the garden by the entry door and around the flag pole to get them ready for spring.

Coming up:

1. Updating all library policies
2. Organizing summer school classes and other events for summer
3. 3rd grade class visit this Friday

4. 7th grade class visits in early May

5. Working with other library directors on County funding formula

8. Committee Reports

a. Administrative/Personnel

Nothing at this time

b. Building / Grounds

See report under Old Business

c. Finance

Nothing at this time

9. Correspondence

Nothing to report

10. Public Input

Anyone wishing to address the board must state their full name and address.

Public input is limited to 5 minutes per person and personnel issues may not be discussed (nor individuals named). The Board may not take action on any item raised during the public input period, that is not already on the agenda for such a purpose.

The board's role is to listen to comments and not respond to or discuss the issues raised.

11. Discussion/action/recommendation on the following:

a. Recurring

i. Friends Happenings

The Friends met on Wednesday, March 13th at 6 PM. Amy reported about March and April events and programming at the library, upcoming events, and library needs.

The Spring Book Sale began on Friday, April 12 with a preview for all Friends members.

The sale was open to the public on Saturday, the 13th until April 27.

The next meeting will take place on Wednesday, May 8th at 6 o'clock.

b. Old Business

i. Oconto County Library Planning Committee update

The Committee met on March 12 and April 9. A work group met to discuss and consider consolidation for the libraries, rewriting the Library Service Plan, funding requirements as per the State Statutes and the library directors forming a work group to discuss allocation of funding. The next meeting date for the Committee will be May 14th.

ii. Front Door Replacement

The order for the front door has gone to LaForce. The total cost was \$12,837.00. Delivery and installation to be determined.

c. New Business

i. Materials Reconsideration Policy

M/S/C M. Murphy/W. Spice to approve the revisions to the current Materials Reconsideration Policy.

12. Trustee Training

Amy will send the link for the State Trustee Training to the Board. Future concerns will be added as an agenda item.

13. Good of the Order

14. Adjournment

Adjournment took place at 5:20 PM, M/S/C R. Rauscher/M. Murphy

Minutes respectfully submitted by secretary, Debi Schroeder

Next Meeting: Tuesday, May 28, at 4:00 PM