

Farnsworth Public Library  
Meeting Minutes  
for  
October 22, 2024

1. **Meeting called to order** by Kitty Werner, President, at 4:00 PM

2. **Roll Call**

**Trustees Present:** Mary Grace Murphy, Amy Peterson, Ron Rauscher, Debi Schroeder, Wendy Spice, Mike Werner, Kitty Werner, Bonnie Wusterbarth

**Trustees Absent:** Dee Donlevy

3. **Approval of Agenda**

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

4. **Approve September 24, 2024, Board Meeting Minutes**

M/S/C B. Wusterbarth/ M. Murphy to approve the September 24, 2024, meeting minutes

5. **Bills and Expenditures**

a. **Bills Submitted for September 30, 2024, October 4, 2024 and October 21, 2024**

Kitty recommends the documents are to be treated as information.

b. **YTD Income & Expenditures**

The 2024 YTD documents are to be treated as information.

6. **Director's Report**

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

What the library worked on since last Board meeting:

1. Staff training on September 26 went very well.

This is an annual event provided by the Nicolet Federated Library System

2. Staff met on October 18 to look at remodel plans and talk about November– December programs, etc.

3. Looking for more grants to help supplement collection beyond the budget.

4. We had good attendance for October events so far- with a few things left to go this month.

5. Ongoing events each month – Bingo and storytime. In October, yet, we have Tween & Teen crafts and 1 evening storytime. For adults we will have 2 silk floral arranging classes in October and 2 in November. Finally, we will be participating in the City-wide trick or treating

on October 31. Every month we will be showing movies, having Bingo and craft days. Days will change based on the school closed days and staff availability.

6. Friends of the Library week is October 20-26. Our Friends group supplies funding for so many things at the library including: books for the vending machine, pay for our annual movie license, popcorn for movies, prizes for Bingo. They also purchased our disc cleaning machine. In addition, they pay for all the craft supplies for storytime, make and takes, tween and teen Crafternoon and silk floral arrangement classes. Please make sure to thank our Friends group for their dedication and support of the library (and buy a few candy bars too.)

Coming up:

1. Updating all library policies, will be attending a workshop on October 25 to help with this Process
2. Planning for fall and winter
3. Next time on WOCO is Thursday November 7 from 8-9 AM

## **7. Committee Reports**

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

Nothing to Report

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

Ron has been working on the back door. The parking lot needs to be sealed, the City will be able to do the lines. The front doors was finished on Friday, September 27<sup>th</sup>. Two huckleberry trees were planted in the front to replace the pines. The lights in the front of the original part of the library will need to be taken down and cleaned up.

### **c. Finance**

Nothing to Report

## **8. Correspondence**

Nothing to report.

## **9. 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.

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

### **a. Recurring**

**i. Friends Happenings**

The Friends met on October 9, 2024 at 6 PM.

Amy provided a recap of Summer and September events and the upcoming events for November and December.

The Fall Book Sale was very successful. It was decided to coincide the Fall Book Sale opening date in 2025 with Harvest Fest.

The Friends decided to discontinue the Cookie and Candy Sale and the Santa Visit.

The Silent Auction will start on November 25<sup>th</sup> until noon on December 13<sup>th</sup>.

Next meeting for the Friends will Wednesday, November 13<sup>th</sup> at 6 PM.

**b. Old Business**

**i First Level Remodel Plans**

Amy updated the Trustees with Demco's floor plan and recent quote.

M/S/C R. Rauscher/B. Wusterbarth to approve the quote from Demco.

**ii. 2025 Budget**

The City budget meeting is October 23, 2024. The Library time is 1:00 PM.

**iii. 2025 Calendar**

Last month Amy asked for suggestions for days for the library to be closed in addition to the City of Oconto holidays for 2025. The dates will be April 19, June 6 and 7, July 5<sup>th</sup>, November 29<sup>th</sup>, December 26<sup>th</sup> and 27<sup>th</sup>. Two holidays were missed: Memorial Day and the Saturday before Labor Day weekend. M/S/C W. Spice/ M. Werner to approve closing on May 24<sup>th</sup> and August 30<sup>th</sup>.

**c. New Business**

Nothing at this time.

**11. Trustee Training/Education**

Trustee training is recorded and saved to be viewed at any time.

**12. Adjournment**

Adjournment took place at 4:46 PM, M/S/C Rauscher/M. Werner

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

**Next Meeting: Tuesday, November 26, at 4:00 PM**