

Farnsworth Public Library
Meeting Minutes
for
December 17, 2024

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

2. **Roll Call**

Trustees Present: Dee Donlevy, Mary Grace Murphy, Amy Peterson, Ron Rauscher, Debi Schroeder, Mike Werner, Kitty Werner, Bonnie Wusterbarth

Trustees Absent: Wendy Spice

Guests:

3. **Approval of Agenda**

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

4. **Approve November 26, 2024, Board Meeting Minutes**

M/S/C M. Murphy/ B. Wusterbarth to approve the November 26, 2024, meeting minutes

5. **Bills and Expenditures**

a. **Bills Submitted for November 27, 2024 and December 13, 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 has worked on since last Board meeting:

1. In December we have lots of Grinch activities for people to stop in to do anytime.
We will also have in-person and online storytime options.
We have several movies showings for kids and adults.
Please pick up our December newsletter – lots of events are planned.
Staff have been busy decorating and getting activities ready for everyone.
2. Have several events scheduled for 2025 already and one for 2026.
3. Working to coordinate 1st floor project
4. Starting in January, I will be attending the City council of the whole meeting and providing a monthly update from the Library.
5. Lots of using vacation time the last part of the year -so has made for an interesting work schedule.
6. We are signed up with the School to teach 2-3 sessions of summer school, depending on enrollment.

Coming up:

1. Updating all library policies.
2. Next time on WOCO is Tuesday, January 7 from 8-9 AM

7. Committee Reports

a. Administrative/Personnel

Nothing to Report

b. Building / Grounds

Light in the parking lot is on 24/7, Ron asked to have the electricians to look at it.

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 Silent Auction was held from November 25th until noon on December 13th. Items which were donated to the Friends of Farnsworth Public Library brought in approximately \$ 700, so far, for the organization.

Next meeting for the Friends will be Wednesday, March 12, 2025 at 6 PM.

b. Old Business

i . First Level Remodel Plans

Amy explained to the Trustees what the timeline is for the remodel.

ii. 2025 Budget

Board voted at 4:38 PM to convene into Closed Session to discuss personnel matters
M/S/C R. Rauscher/M. Werner

Board voted at 4:52 PM to reconvene into Open Session for the remainder of the agenda
M/S/C B. Wusterbarth/M. Murphy

M/S/C M. Werner/R. Rauscher to amend the percentage for the director's salary to 5%
And the remainder of the budget approved as presented.

Budget was approved with an unanimous roll call vote: Seven ayes and no nays.

c. New Business

i. Estimates for First Floor Work- Carpet

M/S/C D. Schroeder/ B. Wusterbarth to approve the proposal with Macco's, adding stair treads and installing the new carpet on the first floor to not exceed total cost of \$20,000.

ii. Building Closures for Renovation Work

M/S/C R. Rauscher/ M. Murphy to approve closing the library for two days at Amy's discretion for renovation work.

iii. Rolling over of 2024 Vacation Time

M/S/C M. Werner/ R. Rauscher to approve the rolling over of vacation time for two employees.

iv. 2025 Oconto Area Chamber of Commerce Membership

M/S/C M. Murphy/B. Wusterbarth to approve annual membership to the Oconto Area Chamber of Commerce.

v. 2025 Board Meeting Dates

M/S/C M. Werner/B. Wusterbarth to approve the meeting schedule of the Board Meeting dates with changes made to February 18 to February 20, 2025, November 25 to November 18, 2025 and December 23 to December 16, 2025.

11. Trustee Training/Education

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

12. Adjournment

Adjournment took place at 5:22 PM, M/S/C Rauscher/M. Murphy to adjourn.

Minutes respectfully submitted by secretary, Debi Schroeder

Next Meeting: Tuesday, January 28, 2025