

Farnsworth Public Library
Meeting Minutes
for
January 28, 2025

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

2. **Roll Call**

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

Trustees Absent: Mike Werner

Guests:

3. **Approval of Agenda**

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

4. **Approve December 17, 2024, Board Meeting Minutes**

M/S/C M. G. Murphy/ B. Wusterbarth to approve the December 17, 2024, meeting minutes

5. **Bills and Expenditures**

a. **Bills Submitted for December 20, and 27, 2024 and January 10, 2025 for 2024 budget, January 10, 2025 for 2025 budget, and January 27, 2025**

Kitty recommends the documents are to be treated as information.

b. **YTD Income & Expenditures**

The 2025 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. Working to coordinate and finish 1st floor project. Staff did a great job of moving the room. Furniture was relocated to other parts of the library, city departments, Oconto Elementary School, Oconto Daycare or Oconto Preschool. We did hire movers for about 1 hour to move some heavy items to different floors.
2. Starting in February, I will be attending the City council of the whole meeting and providing a monthly update from the Library.**This is a change from previously shared information.
3. We are planning for spring, spring break and summer.

Coming up:

1. Updating all library policies.
2. Next time on WOCO is Tuesday, February 4 from 8-9 AM

7. Committee Reports

a. Administrative/Personnel

Committee needs to arrange a time to meet to discuss the handbook.

b. Building / Grounds

Ron mentioned the need to address the upkeep of the parking lot.

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 will sponsor the Open House for the First Floor Renovation on Monday, February 17, 2025 from 4 to 6 PM. Providing and serving refreshments for the event.

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

b. Old Business

c. New Business

i. Update on First Floor Renovation

The painting and carpeting is done. Next week the shelving will be installed. NFLS will hook up the computer network cables.

ii. Library Open House

A Library Open House will take place Monday, February 17, from 4 to 6 PM.

Walk around tours will be encouraged to all floors.

M/S/C B. Wusterbarth/ R. Rauscher to offer free replacement library cards to patrons.

iii. NFLS Youth Services Grant

The grant is \$700.00. \$400 will go to update books to children and young adult areas.

The remainder for art supplies for summer programming.

M/S/C R. Rauscher/ M.G. Murphy to apply and use the grant monies for art supplies and books.

iv. NFLS Services Grant

M/S/C W. Spice and B. Wusterbarth to use the grant money for Large Print Books and a new computer for the first floor.

v. Computer Purchase

Addressed in New Business iv.

vi. Hoopla

Farnsworth Public Library is the only Oconto County library who offers this service to its patrons. Marinette and Door Counties also offer the service. Shawano has discontinued the service.

Farnsworth has 1,953 check outs from Hoopla. 985 were audio books, 471 was e- books. 145 patrons used Hoopla in 2024.

Another service Farnsworth offers to the patrons is Libby, a statewide service. Libby is an unlimited service, and Farnsworth pays into the “buying pool” with the State.

vii. Phone Service with Possible Budget Adjustment

The library wants to update the phone service. Brightspeed is the only option. The City Administrator decided on the leasing option. Farnsworth will own the phones after three years.

M/S/C D. Donlevy and B. Wusterbarth to get four phones for the Farnsworth Public Library.

11. Trustee Training/Education

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

12. Adjournment

Adjournment took place at 5 :00 PM, M/S/C Rauscher/M. Murphy to adjourn.

Minutes respectfully submitted by secretary, Debi Schroeder

Next Meeting: Thursday, February 20, 2025