



**Library Board of Trustees
Minutes of Regular Meeting August 17th, 2023**

Trustees Present: Betsy Kremser, Michele Merritt, Arvid Maki, Ron Johnson, Maureen Rogers, Gail Hanson

Trustees Absent: Taylor Baert

Also present: Library Director Shelby Friendshuh, IFLS Library System Director John Thompson, Deb Rose, Cheryl Beardslee

President Merritt **called the meeting to order** at 5:31 p.m.

Shelby introduced new board member Gail Hanson. She will be one of the village representatives.

Motion to approve the agenda by Betsy. Seconded by Maureen. Motion carried unanimously.

A motion to approve the **Minutes for the July regular meeting** by Betsy. Seconded by Michele. Carried unanimously.

IFLS Director John Thompson met with the board to give an overview of library board roles and responsibilities. John's office is in Eau Claire and his role is to provide support to library staff and boards in the IFLS system. IFLS includes 53 public libraries in a 10-county region. It's a state funded organization. They charge member libraries for the MORE system and the courier network. The main functions of a library board are:

- Review library expenses.
- Review financial statements.
- Be an advocate for the library.
- Be the face and voice of the library.
- Support board decisions even if you were a dissenter (teamwork).
- Hire, set wages for, and evaluate (annually) the director.
- Approve policies. Policies shouldn't be too specific or an overreaction to a specific situation. They shouldn't discriminate against anybody.

Beware of creating a walking quorum. Email makes that easy to do, so do not Reply to All. A closed session should deal with only one specific issue.

Citizens' Comments – Friends of the Library are purchasing a new library cart. The library is not accepting book donations until after the big September book sale. The Book Bike has not generated a lot of checkouts thus far but has been good for outreach. Stops have been made to the Farmers Market (every other week) and Evergreen Senior Living. Deb Rose will ride the bike in the Osceola parade. There have been a few minor mechanical issues. The bike will probably be moved to the storage unit over the winter.



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Director's report – LTC Grant conversations were good, with about 10 people participating. The purpose of the \$10,000 grant is to make the library more accessible to seniors with disabilities. As a result, we'll be getting more large print and audio books, and a catalog computer desk that is a sit-down model. There were 44 new patrons in July. The Summer Reading Program was well attended.

Monthly financials – Expenses are sitting at 61% of the budget, which is about right for this time of year. Betsy made a motion to approve the monthly financial results, seconded by Arvid. Carried unanimously.

Audit and Approved Bills - Motion to pay the bills by Arvid, seconded by Maureen. Carried unanimously.

Staff Training Day: Shelby would like to close the library for a full day for a staff meeting and training, including disability training (related to the LTC grant). The closure would be sometime in September. We have done this before. Announcements will be posted on social media, on signs on the building, and in the local newspaper, one to two weeks in advance. Motion by Arvid, seconded by Betsy to close the library for a staff training day on a Wednesday, after giving advance notice to the public. Carried unanimously.

Update to Bessie Greene Funds Discussion – Shelby got in touch with the St Croix Valley Foundation folks about moving the Bessie Greene funds to them. \$25,000 would yield about a \$1000 annual return at current rates, considerably better than the return at MidwestOne. SCVF has a \$10,000 minimum to open an account. We will have \$22,000 to invest. The SCVF people would be happy to meet with us at a future board meeting. Shelby will arrange that.

Next board meeting will be September 21st at 5:30 pm. (Note that this is the 3rd Thursday of the month, not our usual 2nd Thursday meeting date.)

Motion by Ron, seconded by Michele, to adjourn. Meeting adjourned at 6:50 pm

Respectfully submitted by,

Ron Johnson
Library Board Secretary