



**Library Board of Trustees**  
**Minutes of Regular Meeting November 9th, 2023**

**Trustees Present:** Betsy Kremser, Arvid Maki, Ron Johnson, Maureen Rogers, Gail Hanson, Taylor Baert

**Trustees Absent:** Michele Merritt

**Also present:** Director Anne Miller, Cheryl Beardslee

Vice President Betsy Kremser **called the meeting to order** at 5:02 p.m.

Motion to approve the agenda by Arvid. Seconded by Gail. Motion carried unanimously.

Motion to approve the **Minutes for the October regular meeting** by Gail. Seconded by Maureen. Carried unanimously.

**Citizens' Comments** – October events with authors Peter Kwong (Chinese cooking), Marcie Rendon (Cash Blackbear mystery series), and Jim Lammers (Barns of the St Croix Valley) were all excellent and were well-attended. WiFi has not been working on the 2<sup>nd</sup> floor of the building, including in the library. The Village is now on fiber optic from Lakeland, so it could be a Lakeland issue. Matt from Bitworks is looking into it.

**Director's Report** – Anne has been adjusting to her new role as Director of the WMPL. In addition to getting a handle on all the duties required of the director, she has been working on a plan for restructuring library staff positions (initiated when Shelby was still the director) and updating the 2024 budget to reflect those staff changes.

**Monthly Financials** – We are projected to have \$8000 left over in the budget at the end of the year. Arvid made a motion to approve the monthly financial results, seconded by Taylor. Carried unanimously.

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

**Microfilm Reader & Printer Donation Money Transfer** – There is no longer the need for a microfilm reader/printer now that the Osceola Historical Society is in the process of digitizing all past issues of the Osceola Sun (in addition to the fact that another library has donated their old reader/printer to Osceola). The individual who donated \$1000 to go toward the purchase of a microfilm reader/printer has been contacted and has agreed that we should transfer the money to the Osceola Historical Society to help defray the cost of digitizing the Suns. We'll make a final decision on how to accomplish the transfer at the next board meeting.



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**Frontloading Vacation Hours for Director** – The Village allows frontloading of vacation hours for new employees. Anne has requested frontloading of 80 hours of her vacation time. Motion by Ron, second by Taylor to frontload 80 hours of vacation time for Anne starting January 1, 2024. Motion carried.

**Restructuring of Library Staff Positions** – Anne presented her proposal for the restructuring of staff positions at WMPL, and related wage increases. Under this plan, the full-time Youth Services position would be eliminated, one Library Assistant position would become Youth Services point person, and another Library Assistant position would become Circulation point person. Also, a new Library Assistant position (16 hours/week) would be created, as well as a Page (high school) position (10 hours/week). By eliminating the full-time Youth Services position, the monies that would go toward the salary and benefits for that position could be used to fund the new positions and increase the wages of all part-time staff. These changes will bring wages more in line with other libraries in Western Wisconsin and aid in the retention of valued employees. Motion by Maureen to go ahead with the restructuring of library staff positions as proposed, seconded by Arvid. Motion carried.

**2024 Budget Adjustments** – We are not asking for a budget increase for 2024. Motion by Arvid to approve the proposed 2024 budget as presented, seconded by Maureen. Motion carried. Arvid offered to meet with Anne, Devin and Tanya to clarify the debt the Village says the library has for administrative and accounting fees for previous years, which we were just recently made aware of. Most of this debt has been covered by year-end surpluses in the library budget and leftover ARPA (Covid) Funds.

Next board meeting will be December 14 at 5:30 pm.

Vice President Kremser declared the meeting adjourned at 6:27 pm.

Respectfully submitted by,

Ron Johnson  
Library Board Secretary