



**Library Board of Trustees**  
**Minutes of Regular Meeting February 8th, 2024**

**Trustees Present:** Michele Merritt, Betsy Kremser, Ron Johnson, Maureen Rogers, Taylor Baert

**Trustees Absent:** Gail Hanson, Arvid Maki

**Also present:** Director Anne Miller, Barb Wetzel, Devin Swanberg, Andrea Jorgenson (St Croix Valley Foundation)

President Michele Merritt **called the meeting to order** at 5:34 p.m.

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

**Presentation from Andrea Jorgenson, St Croix Valley Foundation** – The goal of the SCVF is to encourage and enhance charitable giving to area nonprofits. They manage more than \$80 million in assets for dozens of nonprofit organizations, including several area public libraries. Each nonprofit has its own agency fund. A Wilberg Memorial Public Library Agency (Endowed) Fund could work like this: Money from the Bessie Green Fund or other gifts could be donated to the SCVF and directed to our agency fund. We would not have access to the principal. The goal of the SCVF is to generate 7% annual gains from investments. 4.5% of this would be given back to the library to spend as they see fit. 1.5% would cover fees, and the remainder would go back into the library's fund. SCVF manages the investing and provides ongoing support. The library would be responsible for fundraising and encouraging donors to donate to our fund. The minimum to start an agency fund is \$10,000. A new agency fund needs to sit for at least a year before the spendable (4.5%) amount can be taken. You can choose to roll the 4.5% back into the fund instead of taking it. You can add to the fund at any time. The fund is invested forever. It is not possible to withdraw from the SCVF and take out the principal. Andrea provided handouts which provide more detailed information. She said to contact the SCVF at anytime to set up an agency fund.

Motion to approve the **Minutes for the January regular meeting** by Maureen. Seconded by Betsy. Carried unanimously.

**Citizens' Comments** – Barb Wetzel reported that the February 3rd book sale was probably the best in months. Recent articles in The Sun about the library and Friends of OPL probably helped generate interest. The sale brought in over \$300, plus \$100 in the donation jar.

**Director's Report** – Anne survived assembling her first Public Library Annual Report (required by the Wisconsin Department of Public Instruction). She attended an Annual Report Help Day with IFLS staff, which made the job a little less stressful. Anne has started her first Basic Library Administration online class to fulfill the requirements to become a Grade II certified library director. Memory care kits have started circulating after getting the word out that they are



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available. The Adult Winter Reading Program kicked off in early January. The 2<sup>nd</sup> Annual Puzzle Contest was a success.

**Monthly Financials** – Motion to approve the financial report by Betsy, seconded by Taylor. Carried unanimously.

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

**Review and Approve 2023 Annual Report** – The board read through the report and Anne answered questions. Motion to approve the 2023 Annual Report by Ron, seconded by Taylor. Carried unanimously.

**Bessie Green Book Fund Monies** – The Bessie Green Book Fund Monies currently reside in a mix of accounts: checking, money market, CD. The CD maturity date is 12/9/2025. Any or all of these monies could be used to establish an Agency Fund (Endowed Fund) with the St Croix Valley Foundation. The library has also been notified that it will be receiving a gift from the estate of Judy Leisch. This gift could also be added to the aforementioned endowment fund. Another possible use of this gift could be to start replacing the library's computers, which are all 5 years old. (It would be better to replace them on a rotation schedule instead of all at once. We purchase them through IFLS to get a discount.) The Leisch gift could be divided between computer replacement and the endowment fund. Anne will be meeting with the library director in Amery to see how they've set up their endowment fund with the SCVF.

**Library Email Addresses for Library Board Members** – Anne said that she would set up a library email address for any board member who would prefer to not use their personal email address in their official role as trustee. Library staff and village employees follow this practice. Format would be <first initial>< last name>@ osceolapubliclibrary.org. Let Anne know if you would like her to set this up for you.

IFLS will be holding a book challenges workshop for library trustees on March 2 at the Somerset Public Library. Registration required by Feb 22.

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

President Merritt declared the meeting adjourned at 7 pm.

Respectfully submitted by  
Ron Johnson, Library Board Secretary