



Library Board of Trustees
Minutes of Regular Meeting February 13th, 2025

Trustees Present: Gail Hanson, Ron Johnson, Arvid Maki, Michele Merritt, Deb Rose

Trustees Absent: Taylor Baert, Maureen Rogers

Also present: Director Anne Miller, Miriam Flysjo

President Michele Merritt called the meeting to order at 5:32 pm.

Motion to approve the agenda by Deb, seconded by Arvid. Carried unanimously.

Motion to approve the **Minutes for the January regular meeting** by Deb, seconded by Arvid. Carried unanimously.

Citizens' Comments – Miriam Flysjo reported that lots of puzzles had recently been donated for the Friends of the Library book sale. Director Anne Miller shared that a library patron had recently brought two books on gender identity that she found in the children's section to the front desk and asked if they should be removed from the collection. The board suggested that Anne start an incident log of this type of interaction.

Director's Report – Anne attended the Wild Wisconsin Winter Web Conference for librarians from across the state. Many interesting and useful topics were presented. Anne also attended the annual report help day where IFLS Director John Thompson went through the report line by line and answered all questions about filling it out. A number of programs took place in January including the 3rd Annual WMPL Jigsaw Puzzle Contest. The Adult Winter Reading Program is underway. Four computers were replaced as part of our computer replacement plan. The library will be closed on Tuesday, February 18 for staff training. A Cultural Conversation event is planned for February 20 with a presentation by a member of the St Croix Chippewa Tribe.

Monthly Financials – Motion to approve the financial report by Arvid, seconded by Gail. Carried unanimously.

Audit and Approve Bills – Our courier service will be changing, therefore the cost may increase. Motion to pay the bills by Deb, seconded by Ron. Carried unanimously.

Open Library Positions – Johanna Boesel, a high school junior, has been hired for the Library Page position. She will start on February 19 and will be working after school and one or two Saturdays per month. She will also serve on the Youth Advisory Council. There is one applicant for the Circulation Manager position, who will be interviewed next week.



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Library Strategic Plan – Anne presented a strategic planning timeline that runs from January to May of 2025. A committee will be put together made up of the Director, a Friends member, a staff member, a board member, and a member of the community. They will work to put together the focus groups that will meet in February and March. Focus group comments will be compiled, and preliminary findings will be provided to the Director who will then write a first draft of the strategic plan. The library board will review the draft and the Director will produce a final draft. The board will approve the final draft before it is presented to the village board. Caitlin, Public Services Consultant at IFLS, will be available to help at any time during the process.

Library Assistant Job Description – Anne removed a section of the job description that covered some duties that Dawn performed when she was a Library Assistant. Those duties moved to the Office Manager position that Dawn now holds. Motion by Arvid, seconded by Deb, to approve the revised Library Assistant job description. Motion carried.

Review and Approve 2024 Annual Report – Anne went over the 11-page 2024 Annual Report with the board. WMPL meets all IFLS membership requirements. Motion by Deb, seconded by Gail, to approve the 2024 Annual Report. Motion carried.

Director Time Off – Anne asked for the following days off: February 26-28, April 8-10 (to attend the New Director Boot Camp/Spring Training in Marshfield), and May 10-16. Motion by Deb, seconded by Arvid, to approve Anne's days off. Motion carried.

Other – Miriam Flysjo reported that a \$2000 grant for senior programming had been received from the Hugh J. Andersen Foundation. This grant was applied for by the Friends of the Library.

Next Meeting – Thursday, March 13 at 5:30 pm in Room 205.

President Michele Merritt declared the meeting adjourned at 6:49 pm.

Respectfully submitted by
Ron Johnson, Library Board Secretary