



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

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

Trustees Absent: Taylor Baert

Also present: Director Anne Miller, Marian Quinn

President Michele Merritt called the meeting to order at 5:30 pm.

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

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

Citizens' Comments – The March book/puzzle sale went well. A large number of audio books will be for sale in April.

Director's Report – A major accomplishment for the month was having IFLS accept our 2024 Annual Report. Anne continues to take classes for the Grade II Library Director Certification. She will be creating a Collections Policy as part of her classwork. Work began on the annual weeding of our collections. Books are considered for removal if they have not been checked out in the past three years, or if they are damaged, superseded, or no longer relevant. A special adult program by the Tribal Historic Preservation Officer for the St. Croix Tribe was attended by 80 people. The library was closed on February 18 for staff training. Dee Baraby was hired for the Circulation Manager position.

Monthly Financials – Motion to approve the financial report by Deb, seconded by Ron. Carried unanimously.

Audit and Approve Bills – Tanya, Village Treasurer, will start sending Anne actual bills for the library's share of building expenses, such as for cleaning services and utilities. Motion to pay the bills by Arvid, seconded by Maureen. Carried unanimously.

2024 ACT 150 Amounts – Anne presented numbers for ACT 150 Funds for 2024. ACT 150 funds refer to the minimum funding that counties are required to provide to libraries for services to residents who live in areas without a local library, based on a formula involving library operating costs and circulation. Polk County provides funding for 95% of the cost of these library services.

Library Strategic Plan Committee – A motion was made by Deb, seconded by Arvid, to create a Library Strategic Plan Committee with the following members:



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Anne Miller, Library Director
Deb Rose, Library Board Trustee
Michelle Jacobs, Library Staff Member
Barb Wetzel, Friends of the Osceola Library Member
Melanie Bazille, Community Member/Patron

Motion carried. Anne will determine when committee members will be available to meet and will contact Katelyn Dubiel from IFLS to be at the first meeting to help with the plan and schedule.

Credit Card Points – Anne would like to use accumulated credit card points to purchase a good vacuum cleaner for the use of the library. Motion by Maureen, seconded by Gail, to approve the use of credit card points to purchase a library vacuum cleaner. Motion carried. Anne will draft a policy on using credit card points to purchase items needed by the library.

Review Challenged Materials and Reconsideration Policy – Anne went over the current Challenged Materials and Reconsideration Policy (last reviewed in April 2023) with the board. She suggested the following additions:

- Requests to reconsider materials which have previously undergone the reconsideration process will not be reevaluated unless more than 60 months (five years) have passed since completion of the last review.
- Only one book challenge per household can be submitted at a time.
- In the interest of protecting our librarians' limited time, requests for reconsideration are limited to individuals residing in the library's primary service area, defined as the Village of Osceola and the surrounding townships of Osceola, Farmington, and Alden.

Also, a Collection Development Policy will be added. Anne will make these changes and bring the finished policy to the next meeting.

Next Meeting – Since Anne will be attending Library Director Boot Camp on the 2nd Thursday in April, the next board meeting will be held on Monday, April 7 at 5:30 pm in Room 205.

President Michele Merritt declared the meeting adjourned at 6:22 pm.

Respectfully submitted by
Ron Johnson, Library Board Secretary