

SPOONER MEMORIAL LIBRARY
Board of Trustees Meeting
421 High Street, Spooner, WI
June 27, 2017

1. Meeting called to order

Kevan called the meeting to order at 5:03 pm

2. Roll Call

Kevan, Reiter, Clay, Waltz, Fabert, Skogstad, Bodzislaw, Rongner, Hopke

3. Meeting Minutes

Meeting minutes from the May 23, 2017 were reviewed. Clay made a motion to approve minutes, 2nd by Fabert. Motion carried.

4. Vouchers

Motion made by Kevan to approve vouchers in the amount of \$11,753.70, 2nd by Skogstad. Motion carried.
Total expenditures for 2017 = \$112,513.78 Additional Income for 2017 = \$128,331.44

5. Public Comment

No public present.

6. Old Business

- **DPI Compliance Plan**
The long-range plan was written and has been approved by the county board. The library is now in compliance.
- **Patron Policies**
Patron policies page 7 – 10 were reviewed. Motion made by Kevan to approve the policies, 2nd by Rongner. Motion carried.
- **Board of Trustee Terms**
The term of Skogstad is ending this month. Next month Luke Stordahl, Spooner Elementary Principle, will be taking the place of Skogstad as the school representative. Waltz, Kevan, and Clay have committed to another term.

7. New Business

- **Closed Session**
At this time the chairman anticipates going into closed session as per State Statute 19.85(1):19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to discuss the annual library director evaluation. Motion was made by Reiter to go into closed session at 5:10 pm, 2nd by Clay. Motion passed.
Motion made by Waltz at 5:42 pm to return to open session, 2nd by Kevan. Motion carried.
- **Library Director wage increase**
Motion made by Kevan to raise the hourly wage of the director by \$1, 2nd by Fabert. Motion passed.

- **Updating Policy Manual**

The next policies to be looked at are cell phone, Safe Child, Disaster, Library Bill of Rights and the Freedom to Read. Will revise at the next scheduled meeting.

- **Wisconsin Newspaper**

A request was made to purchase a Wisconsin daily paper. It was decided that the State Journal will be purchased. Motion made by Reiter, 2nd by Waltz. Motion carried.

8. Librarian's Report

1. ACT 150 and ACT 420 requests have been mailed. Revenue part of 2018 budget is being prepared.
2. We had over 50 attendees at the Elephant & Piggie Party.
3. 898 attended the Family Fun Fest where Amy (Shell Lake) and director made minion bookmarks with kids.
4. Pair O Lakes held a fundraiser on June 17th to raise money for our children's area.
5. Our kit circulation has gone up about 100 circulations per month (compared to last year) due to our fill-a-backpack station! Director plans to purchase more backpacks with donations from Pair O Lakes fundraiser.

9. Upcoming Programs

1st Monday – Library Lego Club

1st Friday – Sensory Friendly Story Time

Wednesdays @ 10-11am – Preschool Story Hour

Thursdays @ 6:30-7pm – Thursday Night Bedtime Stories

June 29th @ 6-7pm – Author Jim Campbell (*Braving It: A Father, a Daughter, and an Unforgettable Journey into the Alaskan Wild*)

July 5th @ 2-2:45 – Mad Science: Phantastic Physics

July 12th @ 2-4pm – Board Game Carnival

July 18th @ 6-9pm – Puzzle Contest, teams of four

July 19th @ 2-3pm – Tracie Chipman, Storyteller

July 26th @ 2-6pm – Fantasy Corral Petting Zoo

August 4th @ 8-2pm – Spooner Women's Club Annual Book Sale

August 5th @ 1-4pm – Mark Moran Antique Show

August 8th @ 5:30-7:30 – Early End of Life Discussion Part 1: Playing of *Consider the Conversation*

August 22nd @ 6:30-7:30pm – Early End of Life Discussion Part 2: Advance directive workshop

10. Next Meeting Date

July 25, 2017 at 5 pm

11. Meeting Adjournment

Motion was made by Reiter to adjourn the meeting at 6:23, 2nd by Skogstad. Motion carried.

Minutes respectfully submitted by Tammy Hopke.