

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
July 19th, 2017

Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Gene Bebel, Katie Breitenmoser (4:05 - 5:00), Paul Gilk, D'Lacey Haight, Audrey Huftel, Richard Mamer, Tim Meehean, and Jim Wedemeyer. Also present: Laurie Ollhoff, Nick Wszalek and Draco F. from MP3.

A thank you letter was received for contributions to the Hanging Basket Project from the Merrill Area Chamber of Commerce Foundation.

There was no public comment.

2. Consent Items

M Meehean/S Mamer/C to approve the minutes of the June meeting as printed. M Meehean/S Huftel/C to accept the Monthly Revenue & Expense Reports for May and June as printed.

3. Reports/Discussion Items/Action Items

A. 2018 Preliminary Budget Worksheet: Ms. Stevens presented the preliminary budget. M Meehean/S Haight/C to approve the budget as presented and to request funding from Lincoln County of the same amount as 2017.

B. Grooming and Dress Guidelines: M Meehean/S Breitenmoser/C to approve the revised guidelines as presented with the removal of wording 'flashy athletic shoes' and the addition of 'neat and well-groomed appearance' to further address the grooming portion of the guidelines.

C. Strategic Plan Progress-Goals #1 & 6: Ms. Stevens presented staff progress on goals and objectives.

D. Trustee Essential #15-The Library Board and the Public Records Law: Ms. Stevens provided copies of Trustee Essential #15.

E. Reports from Friends/WVLS Representative: The Friends will not be having a book sale in conjunction with Crazy Daze this year. There was no report from the WVLS Representative.

4. Forthcoming Events & Library Director Report

- Ms. Ollhoff was introduced to the board.
- May and June Statistical Reports were presented.
- Ms. Stevens and Mr. Wszalek gave a brief update on ongoing building and grounds projects including: re-pavement of staff parking lot; replacement of electrical panel; ongoing monitoring of mold to EFIS on building.
- Mr. Wszalek constructed a frame from surplus wood shelving from the Carnegie building to house a historic blueprint of the Carnegie, which is hung on display in the Library Board Room.
- Numerous contacts from other Wisconsin libraries and the media regarding our solar project.
- A copy of an article from the Milwaukee Journal Sentinel discussing increased incidents of Opioid overdoses occurring in public libraries across the nation. Ms. Stevens discussed staff procedures. Ms. Stevens works closely with Merrill Police

and Fire Departments to keep staff current on procedures protecting public welfare in our building.

- The next program in the Building Merrill Together series “Outside the School Walls: Exploring MAPS' Potential” is scheduled for August 14th. All are encouraged to attend.
- Mr. Bebel asked the board to consider, at a later date, the possibility of a donation from the library endowment fund for the establishment of a library at the new Northwoods Veterans Post.
- Mr. Gilk recognized Mr. Wszalek for his contributions toward the solar project.
- Mr. Gilk asked the library and the board to consider presenting a future program on the 500th anniversary of the Lutheran Reformation.

5. Adjournment:

The meeting adjourned at 5:12 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on August 16th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary