

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
August 15th, 2018
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 (4:02-), Paul Gilk, Audrey Huftel, Richard Mamer (4:03-), Tim Meehean and Jim Wedemeyer. Excused: Katie Breitenmoser. Also present: Laurie Ollhoff, John Greenwood and Hunter L. from MP3.

Thank you letters from Trinity Lutheran Daycare youth participating in the Summer Library Program were shared. A thank you note was received from the Energy Fair for participation in their annual event. The board received a thank you letter from the UW-Extension for their donation to the "After the Bell" program.

There was no public comment.

2. Consent Items

M Huftel/S Meehean/C to approve the minutes of the July meeting as printed.
M Meehean/S Huftel/C to accept the Monthly Revenue and Expense Report for July as printed. Due to an unanticipated change in an employee's healthcare insurance status, Ms. Stevens discussed the potential need to utilize funds set aside in a designated non-lapsing fund for this purpose.

3. Reports/Discussion Items/Action Items

A. Program Proposal and Renewal: M Meehean/S Bebel/C to approve as presented: \$2,500 from Endowment Fund monies for the production of ten events by Christine Vorpapel and \$2,500 from Endowment Fund monies for the production of ten events by Sue Hass. Payment will be made upon completion of current contract commitments.

B. Quarterly Contract Review: John Greenwood: Mr. Greenwood gave a summary of his work plan progress. Board members were provided several documents: Merrill's Economic Development: Deliberative Dialogue Work plan; Economic Development Framing Questions Survey: Calendar of Events for a possible grant writing initiative; and the July monthly task log.

C. Update on Lincoln County Library Board Representation: Mr. Gilk read the minutes from the August 6, 2018 Lincoln County Administrative and Legislative (A&L) Committee meeting minutes related to the agenda item on Library Board Representation which were as follows: Motion by Gilk, second by Callahan, to appoint 4 additional county appointees to both Merrill and Tomahawk Library Boards starting January 1, 2019.

Discussion followed.

M Bebel/ S Meehean/C with Gilk abstaining, The board is opposed to the action of the A&L Committee regarding the additional library board appointments and respectfully request that this item be placed on the Lincoln County Board of Supervisors Agenda for a vote by the full Lincoln County Board and that a copy of the T.B. Scott Free Library Board recommendation pertaining to this issue be given to all County Board members for consideration.

D. Strategic Plan Progress-Goals #2: Ms. Stevens presented staff progress on goals and objectives. Ms. Stevens discussed progress on the Long Range Plan which included "Trend Cards" by the ALA's Center for the Future of Libraries utilized by the staff to discuss trends and what they might mean for our community and the services our library provides. Sale of the church with adjoining parking lot was discussed as it relates to the library's long range plan. Item requested to be placed on agenda for the foreseeable future. Ms. Forde will be attending an upcoming workshop designed to assist us as we evaluate our future space needs.

E. Trustee Essential #1-The Trustee Job Description: Ms. Stevens provided copies of Trustee Essential #1. The Trustee Essentials Handbook can be found online on the Wisconsin Department of Public Instruction's webpage.

F. Reports from Friends/WVLS Representative: The Friends of the Library have an overabundance of books and will have a booksale next week in addition to the regularly scheduled book sale at the end of October. Ms. Stevens is actively seeking a replacement for consideration as the WVLS Board representative.

4. Forthcoming Events & Library Director Report

- July Monthly Statistical Report was provided.
- Participation totals for Youth Summer Library Programs were summarized.
- The library will again be represented at the upcoming Community Night Out.
- Ms. Forde will be attending the upcoming New Teacher Orientation.
- Staff will be having ALICE training in late August conducted by the Merrill Police Department.
- Ms. Stevens discussed the recent op-ed in Forbes Magazine related to libraries.
- Replacement of windows and sashes was completed and thank you letters were sent to Lincoln Wood for their generous donation to our facility. Outdoor window cleaning, outdoor building cleaning and solar panel optimizer repair were also completed.
- Winter hours will resume the week after Labor Day, which include Sundays.

5. Adjournment:

M Meehan/S Mamer/C to adjourn the meeting at 4:55 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on September 19th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary