

# Lakes Country Public Library Board of Trustees Meeting Minutes: Sept 26, 2023

**The Regular Meeting** was called to order at 8:02 am, by *Kathie*. *Kathleen Marsh led the meeting in absence of Jeannine Albers and Jim Adamczyk*. In attendance were board members, Marlene Carey, Deb Markusen, Kathleen Marsh, Linda McKenna, Lori Repinski, and Joan Sackett. Katie Esserman, Director was in attendance along with Tom Thielke and guest Lori Paul.

**Agenda:** Motion to approve agenda was made by Deb and seconded by Lori. **Motion carried.**

**Public presentation and comments:** Catholic Charities presentation and update by Lori Paul. The use of the program has been limited to a few visits, but still hope to expand when our facilities are larger. The group will use St Mary's facilities if necessary during construction. Continuing to contact businesses in area for communicating the services. On Oct 17<sup>th</sup>, at Primal Eats will be an event to discuss mental health awareness, with a generous prize (Hunting package) to be distributed. Tickets are \$50.00 and 150 spots are available.

**Minutes:** The minutes from the Aug 22, 2023, meeting were distributed. A motion was made by Deb and seconded by Lori to approve the minutes. **Motion carried.**

## **Treasurer's Report:**

The Financial Summary report for Aug 2023 was presented. But the reconciliation report is not completed, so will be reviewed next month. We are on budget and 2024 budget plan was already submitted to the towns. The Plan of Service will also be sent in by Oct 1<sup>st</sup> to the towns.

## **Director's Report**

1. Events
  - a. Labor day book sale – profit of \$788, (100 more than last year)
  - b. Festifall was a success. Received \$120 in donations, shared lots of information on expansion, and handed out 30 plus library info magnets.
2. Technology
  - a. Minor copier/operation issues. The company would set up a training course, but at a cost. So, our local contact for the copier offered to do this for free. Costs of paper has not been determined yet from company, so Katie will continue to pursue and talk to other libraries on how they charge.
3. News
  - a. Katie received her Public Librarian Certification, so she is now an Official Grade 1 Library Director!

Thank you was extended by Kathie to Linda and Tom for the great Groundbreaking ceremony. Everyone appreciated the great speakers, large attendance (over 100) and the reception afterwards.

## **Committee Report**

- **BEC:**
  - We are required to have a payment representative for USDA. John Zeller was recommended and had a background check completed. Motion to approve John Zeller as the LCPL payment representative was made by Deb and seconded by Linda. **Motion carried.**

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- A government shutdown could impact the delivery of grant funds, but we have enough funds for current work.
- **County Library Planning Committee (Four Towns Financial Obligation)**
  - Changes from this committee are being delayed until next year. LCPL will need to address concerns early in 2024.
- **Personnel**
  - Updated Policy Manual was distributed to all board members.
- **Others Committee**

### New Business

- Tom Thielke was nominated for the Oconto County Rural/Urban Development Award. The LCPL is his sponsor, and the presentation is *Oct 16<sup>th</sup>*.
- Snow plowing – Motion was made to get snow plowing bids for this winter by Linda, seconded by Lori. **Motion carried.**
- **Agenda Posting** – question was raised on if we need to document the date of posting on the meeting notices for library board meeting. Katie will investigate.

*Minutes were revised and approved at Oct 24<sup>th</sup>, 2023 meeting. See corrections in **bold italics**.*

The meeting was adjourned at 9:07 am.

The next regular meeting will be **Oct 24 at 8 am** at the library.

Respectfully submitted by Marlene Carey