

Lakes Country Public Library Board of Trustees Meeting Minutes: January 28, 2022

The Regular Meeting was called to order at 8:00 am. In attendance were board members Jeannine Albers, Jim Adamczyk, Kathleen Marsh, Paul Schumacher, Deb Markusen, Marlene Carey, and Joan Sackett. Nicole Lowery was also in attendance.

Public presentation and comments: None

The minutes of the January 14, 2022, meeting were discussed. A motion was made by Kathleen, seconded by Deb, to accept the minutes of the January 14, 2022, meeting. **Motion carried.**

Director's Report:

Nicole presented a 2021 financial draft, to show materials spending compared to budgeted amounts.

2022 NFLS Youth Services Support Grant Application. The board discussed the grant from the library system, which Nicole proposed be used for children's book giveaways, as it has in the past.

2022 NFLS Library Services Grant Application. The board discussed the grant for library services; Nicole proposed it be used for children's materials for the collection, as it has in the past.

A motion was made by Paul, seconded by Joan to approve both grants. **Motion carried.**

Building Project Committee Report:

Ted, Kathleen, Linda, and Nicole met to discuss the expansion. They reviewed the board decisions that affect the Building Expansion Committee's work. For fundraising, Ted noted that a group could piggyback on an existing Foundation. Kathleen shared the letter that she and Tom wrote to the county to encourage them to allocate some ARPA funding to the library. They discussed various grant ideas and sources, such as Bader Foundation and WPS. They also looked at drawings Jeff Musson sent regarding the placement of the building and discussed general ideas on configurations. Kathleen will communicate with Jeff about a meeting time, in person on by Zoom, on Jan 28.

Kathleen discussed communications with the Town Supervisor and Oconto Administrator. and recommended that the county administrator attend one of the board meetings to learn about the library building expansion project and understand the library needs.

The next committee meeting will be Jan 28 at 10 am.

Board opening of new checking account for gifts and donations. The board discussed opening a checking account to be held by the Library Board, for donations to the building expansion project

A motion was made by Kathleen, seconded by Marlene to open a checking account, to be held by the Library Board, for donations to the building expansion project. **Motion carried**

Nicole has sent out thank you notes to the 2021 donators and informed them that their donations will be going to the building expansion.

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Hiring of surveyor for parcel combination.

Kathleen presented a quote from a surveyor. The cost of surveying the parcel will depend on some fees being waived by the Town of Lakewood and/or Oconto County, and board members attending rezone hearings. The surveyor would like to donate some of his fee for the project.

A motion was made by Kathleen, seconded by Jim to hire Harry Smith, Northeast Surveying, Inc. to survey the library parcels to combine them into one parcel. **Motion carried**

Request towns write letters in support of building expansion. The board discussed making a request that the four towns in the joint library write letters supporting the library building expansion. The Building Expansion will discuss this in their next meeting.

Audit. Nicole shared progress on the library's audit by Kerber Rose.

Designate temporary treasurer until next officer election. Kathleen Marsh is stepping down as board treasurer. The board discussed designating Deb Markusen as temporary treasurer until the next officer election.

A motion was made by Kathleen, seconded by Joan that Deb Markusen be designated board treasurer until the next officer election in April. **Motion carried**

New Business:

Reminder that Paul's last meeting on the Board will be in February and a Lakewood representative is still needed.

Nicole will be presenting the Annual Report in February and a quorum is required, so notify her if you will not be able to attend the February 25th meeting.

The meeting was adjourned at 9:03 am.

The next regular meeting will be February 25, 2022, at 8 am at the library.

Submitted by Marlene Carey.