

## **Lakes Country Library Board of Trustees Meeting**

**March 25, 2022 at 8 am**

**The Regular Meeting** was called to order at 8:02 am. In attendance were board members Jeannine Albers, Jim Adamczyk, Kathleen Marsh, Linda McKenna, Deb Markusen, and Joan Sackett. Oconto County Administrator Erik Pritzl and director Nicole Lowery were also in attendance.

**Oconto County Administrator Erik Pritzl:** The board and Erick Pritzl introduced themselves. Erik talked about some immediate projects on the county board, particularly the county's American Rescue Plan Act (ARPA) funding.

**Public presentation and comments:** One patron noted on the library's space survey that there should be more room between computers in the computer bank. Another patron told Nicole that they didn't believe small meeting rooms were necessary.

**The minutes** of the February 25, 2022, meeting was presented. A motion was made by Kathleen, seconded by Linda, to accept the minutes of the February 25, 2022 meeting. **Motion carried.**

### **Treasurer's Report:**

The monthly treasurer's report and Financial Summary for Jan 1, 2022, to Jan 31, 2022, was presented. Nicole noted the March subscription expenditure was for Rivistas Subscription Service for the bulk of the library's magazine subscriptions. A motion was made by Kathleen, seconded by Jim, to accept the treasurer's report.

**Motion carried.**

### **Director's Report:**

- Nicole reported that the library will be offering four programs on gardening in spring and summer.
- Story time continues to be very popular, with 12 children and 4 adults attending the most recent.
- Nicole finished her class in Project Management, which she reported was very informative and helpful in looking at the building expansion project. The class will be paid for by a grant from NFLS.
- Janet Glime from the Marinette/Oconto Literacy Council asked to talk at an upcoming board meeting about the work they do.

**Annual Report:** Nicole distributed the annual report that will be sent to Department of Public Instruction (DPI). Motion was made to accept the report by Joan and seconded by Linda. **Motion carried.**

### **Building Expansion Committee Report:**

Kathleen gave a report on the Building Expansion Committee meetings. The committee met several times to go over a first draft of the building plan. The three separate lots have been approved to be combined into one lot, and are expected to be rezoned as one lot to Community Service at the upcoming county zoning meeting in Lakewood on April 11.

**Electronic Donations:** Linda discussed her meeting with Matt Popp at Laona State Bank regarding setting up a way for people to donate to the Library Building Fund electronically. Some suggestions included using Venmo, having a library cellphone for transactions, and consulting Kerber Rose for more information. Nicole will also consult NFLS to make sure the electronic donations are handled correctly.

**New Business:**

- Nicole said that the copier needs to be replaced to its age.
- Nicole has received a first draft of the library's 2020 audit report.
- Nicole also said that many libraries discussed adding a cell phone for library business, and that it could be an additional public service to have one for patron communications.
- Kathleen asked if the meeting could be changed to April 29 from April 22. The board agreed.

The meeting was adjourned at 9:00 am.

The next regular meeting will be April 29, 2022, at 8 am at the library.

Submitted by Nicole Lowery.