

Lakes Country Public Library Board of Trustees Meeting Minutes: Sept 23, 2022

Meeting was called to order at 8:07 am by Jeannine Albers. In attendance were board members, Kathleen Marsh, Linda McKenna, Deb Markusen, Joan Sackett, Marlene Carey, Jim Adamczyk. Lori Repinski and President Jeannine Albers attended by zoom. Katie Esserman, Director, and Tom Thielke were also in attendance.

Public presentation and comments to the Board. none

Minutes: The minutes from the August 26, 2022 and Sept 9, 2022 were presented. Some modifications were made. A motion was made by Linda, seconded by Deb to accept the minutes from August 26, 2022 with modifications. A motion was made by Kathy, seconded by Linda to accept the minutes from Sept 9, 2022 with modifications. **Both Motions carried.**

Treasurer's Report: The Financial Summary and the General Bank Statement (previously the Expenditures and Revenues) thru August 2022 were presented. The naming of documents was discussed. A motion was made by Linda, seconded by Kathy to accept the reports as amended. **Motion carried.**

Director's Report:

- New Hire is Carol Smith whose first day was September 19th, with a 60-day probationary period.
- New cash drawer and new CD cleaner were purchased.
- Festi-Fall Booth resulted in good exposure and some cash donations.
- Wabeno Elementary Library Aide (Dawn Hundt) will be collaborating with Katie for future projects.
- Matching Donations – will advertise on website to encourage future donations.
- Working on a process for Onboarding New Employees.
- Many excited patrons for the expansion.
- Bonus was processed.

Building Expansion Committee Report: Tom reported on meetings with the Architect, Project Manager and others who reviewed the physical aspects of current building. Discussions on windows, lighting, heating, roofing, entry way, plumbing, siding, and furniture is in progress. Specifics included:

LED Lighting	Heating may require an economizer if required by state	Roofing is in good shape so hope to match to current roof	Windows – may be cheaper to repair vs replace.
North Entry Doors may need to be aluminum	Existing Furniture – how will this be used?	Siding – will it need to be removed before new siding applied?	Sewer System and Storm Sewers reports to be sent to Architect.

Building Expansion Project Financial report and other communications: Per Kathy, no further movement on either the Otto Bremer grant or Federal Grant (appropriations are stalled). She will need further drawings to submit with grant requests. The Thermometer Display is being worked on by a student.

New Business.

- Catholic Charities – an approval to provide space for this program will be put on next agenda.
- Literacy Council – would like to provide space for this group.
- T Shirts – Friends of the Library have donated money for T-shirts. They are at front desk for purchasing.
- Book Sale – over \$600 was made at book sale.
- Bake Sale is upcoming on Nov 19th. Looking for bakers to bring in more items than last year as we sold out early.

Adjournment. Meeting was adjourned at 9:10 am by consensus. Next Regular meeting is **Oct 28th at 8 am** at the library

Respectfully Submitted by: Marlene Carey, Secretary