

T. B. Scott Free Library · Board of Trustees
Minutes of the Regular Meeting February 15, 2023

Opening

President Mike Geisler called the regular meeting of the Board of Trustees to order at 4:00 p.m. in the Library Community Room. Present: Darcy Dalsky, Audrey Huftel, Richard Mamer, Ryan Martinovici, Elizabeth McCrank, and Jim Wedemeyer. Excused: Rick Blake; Katie Breitenmoser. Also present: Laurie Ollhoff, Andrea Bennett, and camera operator.

The Board reviewed correspondence received from Community Food Pantry of Merrill, WI thanking us for our recent donation of 87 pounds of food for their clients.

Consent items

E. McCrank/A. Huftel/C to approve the minutes of the regular meeting of January 18, 2023.

Typographical error in date of minutes noted to correctly state January 18, 2023.

The monthly Revenue and Expense Report for December 2022 deferred to March 16, 2023, Board of Trustees meeting as the 2022 budget has not been finalized by the City's Financial Director.

A. Huftel/R. Martinovici to accept the monthly Revenue and Expense Report for January 2023.

Reports/discussion items/action items

- A. E. McCrank/R. Martinovici/C** to approve Action Item: WI DPI Public Library Annual Report
L. Ollhoff explained data placed in the report was consistent with information provided throughout the year in monthly reports to the board.
- B. R. Martinovici/D. Dalsky/C** to approve Action Item: Statement Concerning Public Library System
Statement was read by L. Ollhoff with a brief discussion on the great support received throughout 2022.
- C. E. McCrank/A. Huftel/C** to approve Action Item: Endowment Fund Report
R. Mamer, Treasurer, provided the annual report related to the Library Endowment Fund.
No action required on Action Item: Short-Term Investments
R. Mamer brought to the attention of the Board the possibility of moving investments to other financial institutions in order to optimize the investments. Research will be completed by the Endowment Fund Committee.
- D. Space Needs Study Update.** L. Ollhoff provided update on the status of the ongoing study. The public has been invited and we have received names of interested individuals that will attend. The February 23, 2023, Vision Session. The day will begin with a discussion with the library staff team at the biweekly staff meeting. MSR Design will tour the building and grounds to develop drawings of the facility spaces along with site measurements and photographs. At 5:30PM, a Community Visioning Session will take place with invited community members and stakeholders.
- E. Strategic Plan Goals and Objectives #1.** L. Ollhoff provided updates on Strategic Plan Goals and Objective #1.
- F. Wisconsin Trustee Essential #25: Liability Issues.** L. Ollhoff provided copies of Trustee Essential #24 for review and questions.

Library Director's Report

- Library program highlights for upcoming events were provided
- Nothing to report from Diane Peterson, Wisconsin Valley Library Service (WVLS) representative.
- The completion of the Wisconsin DPI Annual Report was a huge success as a result of the amazing staff here at T.B. Scott and the State Report Team at WVLS and we are well on our way to complete the local report for the March Board meeting.
- Sign placement in the library parking lot has helped to alleviate congestion from 3-4PM allowing for adequate patron parking.

- L. Ollhoff spoke on her attendance at the 2023 Wisconsin Library Association Library Legislative Day in Madison to meet with our local legislators. It is a budget year and legislative support of library funding was our focus as we told our Library Love Stories. The Life Cycle of a Book infographic was provided to legislators and was provided to the Board.
- The old elm tree cookie table is nearing completion with Derek Krzanowski, a local woodworker.

President's remarks

- Thank you to everyone in attendance.

Additional remarks made by E. McCrank regarding the request of Lincoln County Board of Supervisor Ken Wickham that the Library write a letter of support related to the efforts of the Lincoln County Broadband Committee to secure funding by working with Spectrum to secure a Public Service Commission grant for broadband expansion in our area. The Board has supported these efforts in the past and will continue to do so.

A. Huftel /D. Dalsky/C moved to adjourn the meeting at 4:41 p.m. The next regular business meeting of the Board of Trustees is scheduled for March 15, 2023, at 4:00 p.m. in the Library Community Room.

Respectfully submitted,
Laurie Ollhoff, Secretary