

## Minutes of the Bayfield Carnegie Library Board of Trustees Meeting

Library Board of Trustees Meeting Wednesday Jan. 18<sup>th</sup>, 2023. Called to order at 4:01 pm.

### ATTENDANCE

Present: Laura Lima, Ted Dougherty, Neil Howk, Teresa Weber, Jenny Tumas, Shyam Gray, Vicki Redenbaugh

### MINUTES

Motion to approve minutes of Nov. 16th meeting made by Howk, seconded by Gray. **Motion carried.**

### FINANCIAL REPORT

- The phone bill went up and more has been budgeted for 2023.
- We ended the year with 95.54% of the General Fund budget spent.

Motion to approve the financial reports from Nov. and Dec. made by Dougherty, seconded by Redenbaugh. **Motion carried.**

### LIBRARIANS REPORT

- 25% of the year's circulation from electronic circulation through Libby.
- We are cancelling the Ancestry.com account as well as Gale (online college courses). Use has gone down. Instead, we are getting Canopy streaming service as well as a foreign language learning program.

### CONTINUING BUSINESS

- Capital Improvements for 2022 are all complete. There is now hot water upstairs.
- From donations at the end of the year: \$1000 went into the Endowment Fund and \$2266.34 went into the checking account.
- The large Rabbett Strickland painting has value because it is an original. We would like to get insurance for it. Teresa W is working to determine the ownership status and value of the painting, in addition to insurance details.
- There has been no response from Dee Sweet regarding the email sent to her in regards to the Poet Laureate.
- 130 email addresses collected from patrons with permission to send emails. Give Butter is still an option for fundraising.
- An EBOW gaming update: they are in the stage of walking around town and determining what to add to the program.

### NEW BUSINESS

- ERI, Employment Resources Inc., helps place challenged individuals in workplace environments. It pays for the wages and insurance of a person it places in a work environment for 90 days. A young man named Ryan Durst is interested in being placed at the library. Teresa W, Patty Carpenter and Ryan Durst will work on a job description. Motion to accept Ryan Durst as a

temporary intern dependent upon a potential need for other information as stated to Teresa in the meeting made by Howk, seconded by Dougherty. **Motion carried.**

- The New Blue Moon Community Prom is scheduled for Feb.4. It is being referred to a friend-raiser and will have a silent auction.

#### **Covid-19 Policy Update**

- Currently we are at Level-4, 70% of individuals are vaccinated. The library is working at pre-covid levels. A motion that during this long-term state of the library being open with ongoing low to medium Covid levels, the library may host or sponsor indoor events on-site or elsewhere, as long as levels don't move above medium made by Gray, seconded by Dougherty. **Motion carried.**
- During this years Winter Lecture Series, Neil Howk will speak on his recent trip to Peru and Colombia, Mark Peterson will talk about walking in Switzerland, and Jane Weber will speak about timber wolves.

#### **Because Promotion Planning**

- In February, the library would like to collect peoples statements about why the library means something to them, beginning with the word because. In March, people can vote for their favorite. April is National Library Week and library would like to collaborate with Penny Print Studio to have shirts printed with the winning statements.

#### **FUTURE AGENDA ITEMS**

- In April, Laura Lima's term on the board will be up. Do we have any recommendations?

The next meeting is scheduled for Feb. 15<sup>th</sup> at 4 pm.

Motion to adjourn the meeting made by Dougherty, seconded by Gray. **Motion carried.**

Meeting adjourned at 5:23 pm.

Respectfully submitted,

Shyam Devi Gray

## Minutes of the Bayfield Carnegie Library Board of Trustees Meeting

Library Board of Trustees Meeting Wednesday Feb. 15<sup>th</sup>, 2023. Called to order at 4:01 pm.

### ATTENDANCE

Present: Laura Lima, Ted Dougherty, Neil Howk via zoom, Teresa Weber, Jenny Tumas, Shyam Gray, Mary Lynch

### MINUTES

Motion to approve minutes of January meeting with the requested added details regarding the Rabbett Strickland painting made by Gray, seconded by Lima. **Motion carried.**

### FINANCIAL REPORT

- The prom was a success. We earned over \$1300 in profit after expenses and a great deal of community capital was raised. Already in the process of determining what to do next year.

Motion to approve the financial reports from Jan. made by Dougherty, seconded by Gray. **Motion carried.**

### LIBRARIANS REPORT

- More people are using the library to socialize.
- The library may get a license to show movies again. Northern Waters has been contacted and will get back to us once all Annual Reports have been filed.

### CONTINUING BUSINESS

- In regards to Ryan Durst and the ERI internship, Teresa has been working to create a job description with him and his supervisor. Right now it appears he will be scheduled 1-2 days/week, 1-2 hrs/day.
- Teresa has received word back from Dee Sweet in regards to the Poet Laureate. She appears to still be interested in the position. She will send her a letter notifying her of a poetry reading by Ted Gephardt and Howard Paap.

### Monument Sign

- Bayfield is working to decrease the number of signs in the city by adding wayfinding signs on the main roads. We revisited the design and size of the present plan. We have decided to continue with the previous plan.

### NEW BUSINESS

- The annual report is due at the end of February. The report outlines the use of the library and its materials. Motion to approve the report as submitted made by Dougherty, seconded by Lynch. **Motion carried.**
- There is a proposal to use \$500 from the prom proceeds to create a scholarship- maybe for 2024. It has been put on the agenda for the March meeting.

- Laura will be stepping down after April 1<sup>st</sup>. Linda Georgeson has been interested and has been requested to send a letter to the mayor. Neil Howks' term is also ending in April. Only 2 members from the board can live outside of the city limits. As a School District representative on the Library Board, Teresa will find out if Vicki counts as one of the out-of-city members or as the School Rep. We would like to work on a policy to keep the board diverse.

Jenny Tumas will not attend the March meeting. Laura Lima will act as working president for that meeting.

The next meeting is scheduled for March 15<sup>th</sup> at 4 pm.

Meeting adjourned at 5:23 pm, as stated by Jenny Tumas.

Respectfully submitted,

Shyam Devi Gray