

Bayfield Carnegie Library Board of Trustees

Library Board of Trustees Meeting - February 16th, 2022. Called to order at 4:06 PM

Attendance: Present: Teresa Weber, Vicki Redenbaugh, Jenny Tumas
Via Zoom - Sheryl Burkel, Laura Lima, Neil Howk
Guests: Diane Fizzell (Zoom), Linda Georgeson

Agenda: Motion to approve made by Neil Howk, seconded by Sheryl Burkel, voted and carried.

Minutes: Motion to approve minutes from January 26, 2022 meeting made by Vicki Redenbaugh, seconded by Neil Howk, voted and carried.

Financial report:

City Bills: Northern Waters library fee is a yearly fee - large fee, is up a bit from last year. \$21.00 charge for WLA for Teresa as a student. Omer Nelsen for HDMI projector. Heart Graphics - New signage - 38\$.

General Fund: Contractual services - large cost for maintaining the lift. Phone bill has gone up. Training cost is for Teresa's schooling. Cost for handicapped accessible table.

Motion made to approve financial report and city bills by Laura, seconded by Sheryl, voted and approved.

Librarian's Report:

Adult circulation 1442

Kids 702

Average 30 people per day

8 live programs

2 zoom programs

New signage, bags have arrived. Bags may be available for purchase at some point.

Have filed financial forms for MHR donation. Will go into library checking. Board will decide how to disperse. Board discussed possible ideas for using/investing the donation.

COLAND has asked to have their meeting in the Bayfield library on May 13th. They will also go to Madeline Island.

Teresa requested new policies for the library about item selection for the collection, procedures if there is a patron challenge for a particular item. Also would like a procedure for staff to get help for problematic behavior in the library.

Laura Rovi and Teresa prepared a grant for CBAC to support the state poet laureate visit, elementary art show, poetry chapbook production, and flags with the theme of "hope".

Old Business:

- a. Covid 19 Impact- Amendment of Policy:
Bayfield county report states 84.7% vaccination rate in people above age 5. Should amend protocol about quarantining library materials. Will continue masking and cleaning procedures based on CDC recommendations.
- b. HRK Foundation Information: see librarian's report
- c. CBAC grant application/State Laureate Visit:- April 28, 2022: see librarian's report.

New Business:

- a. Ratify Annual Report:
Teresa noted the number of Wifi uses is very high. Creating a place outdoors for people to use the Wifi comfortably is important. Even through Covid we did 70 in-person programs, 40 recorded programs.
Laura requested her middle name be added to the library governance page. Neil noticed that Laura's name was reversed. Motion to ratify the annual report with a correction of Laura Lima's name, by Sheryl Burkel, seconded by Vicki Redenbaugh. Motion voted and carried.
- b. Community Zoom Event for Strategic Plan:
215 people completed the community survey. Teresa suggested a community Zoom event to discuss the feedback in the survey. We may try to have an additional meeting outdoors later in the year as suggested by Sheryl.
- c. Collection Development/WLA Membership Grant Agreement with NWLS
This year's grant collection development grant was \$929.98. WLA grant covers the cost of membership in WLA for the library director.

Future Agenda Items:

Next Meeting: Next board meeting is set for March 16th, 2022. Jenny will likely not be here. May need to change it but will keep the date for now.

Adjourn: Motion to adjourn made by Neil Howk, seconded by Sheryl Burkel, voted and carried.

Meeting adjourned at 4:53 PM. Respectfully submitted, Vicki Redenbaugh