

Minutes of the Bayfield Carnegie Library Board of Trustees Meeting

Library Board of Trustees Meeting: Wednesday, February 19, 2025. Called to order at 4:06 pm.

ATTENDANCE

Present: Teresa Weber, Mary Lynch as president, Vicki Redenbaugh, Bill Bland (in person); Ryan Hogan, Linda Georgenson, Annunziata Feldis (via Zoom)

MINUTES

Motion to approve minutes of the January 15 meeting made by Redenbaugh, seconded by Hogan. **Motion Carried.**

FINANCIAL REPORT

- The City has still not been able to produce financial reports since September of 2024. Teresa has created a spreadsheet on which she is attempting to track the various expenses and bills to be paid. We reviewed this.
- Library checking account still is carrying an excessive balance (\$44,926.53), but Teresa is reluctant to ask the City to make a transfer to the savings account.
- There is a spendable balance in the DSACF fund of \$25,357.56.
- Teresa is regularly hearing from vendors who have not been paid and she reaches out to them to explain the situation and ask for their patience.
- An important question is how budgets will be adjusted for bills that should have been paid in 2024 but instead may come from fiscal year 2025 funds.

Motion to pay the bills made by Redenbaugh, seconded by Hogan. **Motion Carried.**

LIBRARIAN'S REPORT

- All usage statistics are good.
- The visiting tech instructor funded by a grant to the county has been to our library three times. Folks did stop by for help and the program is working very nicely.

CONTINUING BUSINESS

A bid for architectural services, project management, and bid reviews from C+S Design & Engineering for the building tuck pointing project was reviewed. Motion to accept the contract proposal for \$6,489.00 made by Bland, seconded by Redenbaugh. **Motion Carried.**

NEW BUSINESS

Annual Report — Teresa reviewed the Annual Report to the Department of Public Instruction, due to Northern Waters Library Service at the end of the week. Performance of the library continues to be strong, with slightly more check-outs in 2024 and an increasing fraction of these digital.

Motion to accept the report made by Redenbaugh, seconded by Hogan. **Motion Carried.**

Paternal Leave — We discussed progress on considering adoption of a paternal leave policy. Linda Georgenson has shared a Maternity Leave Policy that will be studied and considered at a future meeting. Teresa will distribute this and a briefing paper to the Board in the coming days, and we will consider it fully in March or April.

FUTURE AGENDA ITEMS

- Reviving a Friends of the Library organization

The next meeting is scheduled for March 19, 2025, at 4:00.

The meeting was adjourned at 4:55 pm

Respectfully submitted,

Bill Bland