

# **MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES**

**Wednesday, January 11, 2023**

Eileen Gratton called the meeting to order at 5:03 PM. Present were Eileen Gratton, Wj Smedema, Jean Haan, Jenifer Hirschfeld, Jessica Johnson, Kay Marose, and Library Director Jannette Thrane.

Absent: Rosemary Smanz

## **Public Comment:**

-None

## **Agenda:**

-A motion to approve the agenda with the addition of 8e Hoopla and WhoFi, 9b patron card of thanks, 12c Library Legislative Day, and 12d Wisconsin Winter Web Conference was made by J Johnson and seconded by J Hirschfeld. Motion carried.

## **Minutes:**

-A motion to approve the minutes of the December 14, 2022, meeting was made by J Haan and seconded by E Gratton. Motion carried.

## **Budget:**

- Director Thrane shared the monthly expense report for December 2022.
- Year-to date city expenditures were shared for 2022.
- Shared information on budget overage and how to reconcile.

## **Financial:**

- A motion to approve payment of the bills from December 14-31, 2022, was made by Wj Smedema and seconded by E Gratton. Motion carried.
- A motion to approve the January 9, 2023, Treasurer's Report was made by Wj Smedema and seconded by E Gratton. Motion carried.
- Year-to-date Board expenditures were shared.

## **Building/Grounds:**

- TalkReadPlay playspace installation is scheduled for the week of March 27, 2023.
- Internet & VoIP connection information was shared-trial with both on the TEACH (AT&T) line.

## **Services & Programs:**

- December programming stats were shared.
- January programming was shared through a printed calendar.
- Year to date circulation totals for 2022 were shared.

- New product launches were shared-Universal Classes and “Foodies @ Noon” program (formerly named Recipe Club).
- Hoopla digital statistics on monthly use were shared.
- WhoFi monthly statistics were shared.

**Public Relations:**

- Director Thrane shared concerns over the continuation of summer outdoor movies in partnership with Juneau Park and Rec. Currently we are still borrowing equipment from the Beaver Dam Chamber of Commerce. Board discussed poor attendance and how to possibly increase participation. Location and the day of the week were discussed as possible contributors to low attendance.
- Patron card of thanks and donation was shared.

**Staff:**

- Director Thrane shared library staff wage increases for 2023. Motion made by K Marose and seconded by J Johnson to approve staff salary wage increases as given on Exhibit A. Motion carried.

**Policies:**

- Director Thrane shared the library “Closed Dates” for 2023. Motion made by K Marose and seconded by Wj Smedema to approve library “closed dates” as presented subject to availability of staff on July 3. If no staff is available, the library will also be closed on July 3, 2023. Motion carried.

**Monarch Library System:**

- Director Thrane shared that the annual report for MLS directors will be open on Jan. 24, 2023.
- Annual report submission is due March 1, 2023.
- Library Legislative Day will be Feb. 7, 2023. Director Thrane will be attending along with several other Dodge Co. library directors.
- Wild Wisconsin Winter Web Conference will be Jan. 25-26, 2023.

**Director’s Report:**

- Both written (print) and verbal report given for December 2022/January 2023.

**Board Planning:**

- The next monthly meeting of the Juneau Library Board of Trustees will be held on Wednesday, February 8, 2023, at 5:00 pm.

Respectfully submitted,  
Wendy Jo Smedema/Secretary

