

MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, June 9, 2021

President Eileen Gratton called the meeting to order at 5:06 PM. Present were Eileen Gratton, Wendy Jo Smedema, Kay Marose, Jenifer Hirschfeld, Rosemary Smanz, and Library Director Jannette Thrane.

Absent: Alderperson Paul Shanks, Supt. Annette Thompson

Public Comment:

-None

Agenda:

-A motion to amend the agenda by adding 7f Pest Control and to approve the amended agenda was made by K Marose and seconded by Jenifer Hirschfeld. Motion carried.

Minutes:

-A motion to approve the minutes of the May 12, 2021, meeting was made by Wj Smedema and seconded by Kay Marose. Motion carried.

Budget:

-Director Thrane shared the monthly expense reports along with the year-to date city expenditures. A new laptop for the Library Director needs to be purchased. Director Thrane will ask for suggestions from Monarch IT.

Financial:

-A motion to approve payment of the bills from May 12-June 8, 2021, was made by K Marose and seconded by E Gratton. Motion carried.

-A motion to approve the May 2021 Treasurer's Report was made by E Gratton and seconded by R Smanz. Motion carried.

-Year-to-date Board expenditures were shared.

Building/Grounds:

-Roofing bids were reviewed with input received by Director Thrane from DPW. A motion was made by Kay Marose and seconded by Eileen Gratton to accept the JF Lopez Roofing bid of \$64,057.00. Motion carried.

-Gutter bids were reviewed with input received by Director Thrane from DPW. A motion was made by Kay Marose and seconded by Rosemary Smanz to accept the D&W Seamless Gutters, Inc. bid of \$5685.00. Motion carried.

-The sealcoating project will be completed on a Sunday. Director Thrane will contact for confirmation.

-Wayne Zamzow is currently out of town. Upon his return, Director Thrane will schedule the landscaping around the LED sign.

-No action has been taken on purchasing materials to build shelves to be used in the basement of City Hall for library storage.

-Director Thrane and other staff members have become aware of a possible ant problem at the library. Tonn Pest Control will be stopping at the library on Thursday, June 10, to assess the situation.

Services & Programs:

-May programming stats were shared.

-The June programming was shared.

-The Summer Reading Challenge has been launched.

-Year to date circulation totals were shared.

Public Relations:

-Numerous local businesses (Kwik Trip, Juneau Lanes, Discovery Toys, Shane Acres, Chippy's Popcorn, and Edward Jones) have contributed cash donations or prizes for the Summer Reading Challenge.

-The booth at the Dodge County Fair will have "Pete the Cat" as the theme. Director Thrane is hoping to have someone walk around in the character costume on Friday, Aug. 20. The Plinko board will also be utilized.

-The first Summer Movie in the Park will be sponsored by Village Garden. The Chamber was contacted. The screen and projector will be borrowed from Beaver Dam and The City of Juneau will use the \$1000 grant to purchase speakers for the event.

Policies:

- The review of the current "Code of Conduct" policy for library patrons was tabled until next month.

-A motion was made by Kay Marose and seconded by Jenifer Hirschfeld to reopen the Library and meeting rooms to 100% as of July 1, 2021. Motion carried.

Monarch Library System:

-Monarch Library System is in the process of interviewing for the Director position.

Director's Report:

No report was provided.

The next monthly meeting of the Juneau Library Board of Trustees will be held on Wednesday, July 14, 2021, at 5:00 pm.

A motion to adjourn at 6:16 pm was made by Jenifer Hirschfeld and seconded by E Gratton. Motion carried.

Respectfully submitted,

Wendy Jo Smedema/Secretary

Disclaimer: These minutes are unapproved, and any corrections made thereto will be noted in the meeting at which they are approved.