

MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, July 14, 2021

President Eileen Gratton called the meeting to order at 5:18 PM. Present were Eileen Gratton, Jenifer Hirschfeld, Alderperson Paul Shanks, Rosemary Smanz, and Library Director Jannette Thrane.

Absent: Wendy Jo Smedema, Kay Marose, and Supt. Annette Thompson

Public Comment:

-None

Agenda:

-A motion to approve the agenda was made by P Shanks and seconded by E Gratton. Motion carried.

Minutes:

-A motion to approve the minutes of the June 9, 2021, meeting was made by R Smanz and seconded by P Shanks. Motion carried.

Budget:

-Director Thrane shared the monthly expense reports along with the year-to-date city expenditures. The telephone budget will be revisited after the city completes the transition to a new phone system.

Financial:

-A motion to approve payment of the bills from June 9-July 13, 2021, was made by E Gratton and seconded by P Shanks. Motion carried.

-A motion to approve the June 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:

-The library roofing and gutter replacement projects will begin Monday, July 19.

-Sealcoating of the library parking lot has been completed.

-A motion was made by P Shanks and seconded by E Gratton to proceed with landscaping around the LED message center with the cost of materials not to exceed \$706.35 and the labor cost not exceeding \$600. Motion carried.

-A motion was made by E Gratton and seconded by J Hirschfeld to proceed with the shelving project in the City Hall basement at a cost not to exceed \$300 from the library's building fund. Paul Shanks will purchase supplies and work with Mr. Gratton to complete the project. Motion carried

Services & Programs:

- June programming stats were shared.
- The July programming schedule was shared.
- Year to date circulation totals were shared.
- An update on the summer reading program was shared. Changes to the story walk were discussed. Some of the library story walk pages/signs have been vandalized and stolen from the Wild Goose Trail and the Juneau City Park.

Public Relations:

- Director Thrane is working with Erin Anders from the Fox Lake library and Heather Fischer (MLS marketing coordinator) to finalize the Monarch Library System booth for the Dodge County Fair.
- Director Thrane and Shawn Hart are working collectively on the outdoor movie scheduled for Friday, August 13. Speakers have been purchased with a grant from AARP. The Beaver Dam Chamber of Commerce is lending their screen and projector for the event. The movie licensing fee has been sponsored by Tony Ahmedi. Gratton's Garages has agreed to sponsor the September movie licensing fee.

Policies:

- A motion was made by P Shanks and seconded by E Gratton to approve the revised "Code of Conduct" policy. Motion carried.

Board:

- Board members Rosemary Smanz and Jenifer Hirschfeld's terms expired in July 2021. The Common Council approved additional 2-year terms for R Smanz and J Hirschfeld at their July 13 meeting.
- Wisconsin Trustee Training Week is scheduled for August 23-27.

Monarch Library System:

- The search for the new director of the Monarch Library System has been narrowed to two candidates. On July 14 and July 15, MLS library directors will be given the opportunity to hear the candidates speak and answer questions virtually.

Director's Report:

The report was provided in printed form.

The next monthly meeting of the Juneau Library Board of Trustees will be held on Wednesday, August 11, 2021, at 5:00 pm.

A motion to adjourn at 6:20 pm was made by P Shanks and seconded by J Hirschfeld. Motion carried.

Respectfully submitted,

Jenifer Hirschfeld/Treasurer