

MINUTES
NEUSCHAFER COMMUNITY LIBRARY BOARD
December 6, 2021

Present: Judy McGowan, Martha Bailey, Jaleen Hacklander, John Ohlson, Carolyn Schmidt, Bobbi Marks, Amanda D’Arcy, Melissa Krause (Library Director)

Also present: Louise Thauer, President, Friends of the Library; Kim Hopkins (incoming Friends President), Michelle Vandenberg (incoming Friends secretary), additional Friends members

The meeting was called to order at 5:03pm by McGowan.

Director’s Report:

1. Krause attended first WLA Foundation Board meeting. Orientation coming up in January, in DeForest.
2. Bradley Shippo (OWLS) will inform about the multiple funding sources for libraries on Wednesday, January 12, 2022, Village of Fremont Hall. All are welcome to attend.
3. Krause wraps up current UW Madison Library Science courses on December 15th for semester. New semester starts in January.
4. 2500 was received by the Town of Fremont to be used toward programming.
5. Krause proposes a Teambuilding/Thank you event for library staff, at Givens Farm, possibly in January.
6. Krause brought forward ideas to help with programming through gymnasium use, including a portable stage and chairs for kids. Soundproofing is also being investigated. The Thrift and Gift grant money (obtained through Thauer volunteering Thursdays at Winneconne thrift store) is available, for purchasing the projector and screen to host movie nights, designated in the grant.
7. Krause is looking into hiring a part-time staff member to assist in extending Neuschafer Community Library hours (potentially Saturdays).
8. Censorship of materials being discussed further at next Policy Committee meeting. (Manawa library facing challenges that we may also want to address.)

Treasurer’s Report:

Donation Checking account (Premier Bank) as of 11/30/21: \$15,193.62.

Donation Money Market Account (Farmer’s Bank) as of 10/31/21: \$21,449.91*

**Per Marks: November 30th balance not yet available*

Per Marks: \$500 was moved into the programming account from Premier donation account. Marks presented bills/expenses (approximately \$1104.00) to the library board.

Bailey moved to accept the Treasurer’s Report. Hacklander seconded, motion carried.

Minutes: Ohlson moved to accept the minutes of the November 1, 2021, library board meeting. D’Arcy seconded. Motion carried.

Town of Fremont donation: Marks made a motion to accept the donation check in the amount of \$2500, specific purpose indicated as “programming”. D’Arcy seconded. Motion carried. Krause deposited check into programming account.

Approve employee teambuilding event: Schmidt made a motion to allow Krause to schedule the proposed teambuilding event at Givens Farm when it is convenient for staff, cost not to exceed \$550 (program plus lunch, if desired). Bailey seconded. Motion carried.

Trustee Essentials #24 review: As the chair of the Policy Committee group, D’Arcy informed the board of the desire to continue reviewing individual policies at board meetings. Trustee Essentials #24 (Library Friends and Library Foundations) was read aloud and discussed. D’Arcy brought attention to the fact that this policy has not always been followed in the past, and that if followed, could create a dynamic between the Library Director, Library Board, and Friends groups that would ultimately aid in better communication, and more efficient use of resources.

Review Library Director Wish List: Krause presented a list of “programming wishes” for 2022. Included in the list: Friends donation of \$1500 toward the 2021 summer reading program, already paid to library, to be used for summer 2022; a subscription (approximately \$4000) to the Junior Library Guild (curated selection of books for young patrons, received monthly); portable platform/stage and chairs for gym.

Discussion by the board of using 2021 funds to purchase some of the items on the wish list. Suggestion by Ohlson to check timelines essential to using 2021 funds, instead of the purchases tapping into 2022 funds, via credit card purchase. Marks made a motion to investigate timelines for purchases, D’Arcy seconded. Motion carried. A special future meeting may be needed to determine which wish list items to purchase using 2021 funds.

Personnel Committee update: Motion by Schmidt (chair) to give bonuses to library staff, in the amounts of \$50 (Lisa, new hire), \$100 (Jennie, parttime staff), \$200 (Ann, fulltime staff), and \$400 to Krause, (director). Seconded by Bailey. Motion carried. Bonuses would come out of available 2021 funds. Marks indicated they would need to run through payroll, therefore above amounts are gross.

Friends of the Library Update: Thauer informed the attendees of a very successful fundraiser, through many hours of preparation. *Frolic in Fremont* brought in over \$17,000 to Friends, through corporate giving, basket raffle tickets, outright basket sales, outright business donations, baked goods, and vendor space use. New officers introduced: President, Kim Hopkins; Vice President, Louise Thauer; Secretary, Michelle Vandenberg.

Public Input: None.

Next meeting: Monday January 3, 2022, 5pm in the Village Hall.

Adjournment: D'Arcy made a motion to adjourn at 6:02pm, Hacklander seconded. Motion carried.

Respectfully submitted,
Carolyn Schmidt, Secretary