

MINUTES OF JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES – AUGUST 8, 2018

President Eileen Gratton called the meeting to order at 4:34 PM. Present were Eileen Gratton, Kathleen Pauly, Rosemary Smanz, David Yuenger, Wendy Jo Smedema, Kay Marose, Supt. Annette Thompson, and Library Director Jannette Thrane.

Agenda – A motion to approve the agenda was made by A. Thompson and seconded by K. Pauly. Motion passed.

Minutes – A motion to approve the minutes of the July 11, 2018, meeting was made by W. Smedema and seconded by E. Gratton. Motion passed. After additional discussion, a motion to amend the minutes of the July 11, 2018, meeting to read “moving both CDs that are maturing (one in July and one in August) from Landmark Credit Union to Farmers & Merchants Union Bank because of a higher interest rate” was made by W. Smedema and seconded by E. Gratton. Motion passed.

Financial Reports – A motion to approve payment of the July 11-August 7, 2018, bills presented totaling \$3,356.93 was made by K. Marose and seconded by A. Thompson. Motion passed. A motion to approve the Treasurer’s Report was made by E. Gratton and seconded by W. Smedema. Motion passed. The Federated Year-to-Date spending spreadsheet was not presented at this meeting.

Building & Grounds – D. Wegener received the Focus on Energy rebate and has submitted his bill for the LED lighting upgrade to the board for payment. This bill will be paid by the treasurer. Jannette updated the board on the landscaping project and the suggested mulch color. A motion to have Wayne Zastrow order, deliver, and spread the mulch to finish the front landscaping was made by K. Marose and seconded by A. Thompson. Motion passed. The cement slab has been poured. A quote for cleaning the meeting room carpet and upholstery has not yet been received. Willie Kreis sprayed adhesive on the gutters that were leaking after cleaning the sediment that had accumulated in those areas. J. Thrane will check to see if there will be an equipment charge for Willie’s use of a city truck and ladder. No update on replacement benches.

Personnel – Katie Loomis, a DodgeLand junior, was hired as the new Library Page at a wage of \$7.50/hr. J. Thrane will attend an all expenses paid Director’s Boot Camp August 22-24 in Marshfield, WI. J. Thrane will take vacation days on August 27-28.

Budget – Library expenses sent to the city through August 1, 2018, were shared. J. Thrane will ask for a detail of line items to help her prepare the 2019 Library budget.

Services & Programs – July stats were shared. Regular programming will continue in August. K. Lane and/or E. Sushak are not available until September to do a Blue Zones inspired cooking demonstration/program. The desire is to plan a healthy cooking program each month at JPL. J. Thrane is developing an “interest poll” for adult patrons to see what programming options they’d like to see at the library. The plan is to have the poll available to take online or on the library iPad. A paper copy will also be available at the library. The final Summer Reading Program numbers were shared. An Osborne Book Fair was held at JPL the week of July 30-August 3. The Year-to-Date circulation numbers were not shared because the numbers were just received from the system today.

Public Relations – After the new Library Page is trained, J. Thrane will complete the Blue Zones Supporting Organization Power Point that will put JPL one step closer to becoming an “official” Blue Zones Supporting Organization. Future All Stars Academy in partnership with the Juneau PD will host a Bike Rodeo in the library parking lot on August 29. J. Thrane and A. Bahringer, Hustisford Library Director, (and hopefully other directors) hope to have a Dodge Co. Libraries booth at the 2019 Dodge Co. Fair.

Monarch Library System – J. Thrane shared the minutes of the Public Library System Redesign Project meeting held July 30-31. P. Busch, IT specialist for the system resigned in early July. The system is actively searching for a replacement.

Director’s Report – Report items that were shared are reflected under other minute headings.

The next meeting of the Juneau Public Library Board of Trustees will be held **Wednesday, September 12, 2018 at 4:30 PM.**

A motion to adjourn was made by D. Yuenger and seconded by K. Marose. Motion passed.

Respectfully submitted,

Kathleen A. Pauly, Secretary/Treasurer