

MINUTES OF JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES – JUNE 13, 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, and Library Director Jannette Thrane. Excused: Supt. Annette Thompson

Agenda – A motion to approve the agenda was made by W. Smedema and seconded by Rosemary Smanz. Motion passed.

Minutes – A motion to approve the minutes of the May 9, 2018, meeting was made by D. Yuenger and seconded by E. Gratton. Motion passed. No action was taken on amending the minutes of the April 11, 2018, meeting.

Financial Reports – A motion to approve payment of the May 9-June 12, 2018, bills presented totaling \$3,559.89 was made by D. Yuenger and seconded by R. Smanz. Motion passed. A motion to approve the Treasurer's Report was made by E. Gratton and seconded by W. Smedema. Motion passed. Jannette will check to see what part of Hicks Grants from the past few years have been spent. One of the CDs at Landmark Credit will mature on July 12. E. Gratton will take care of renewing the CD. (The treasurer will be out of town.)

Building & Grounds – Dan Wegener has submitted the Focus on Energy rebate for the LED lighting upgrade but has not yet received the rebate. He will not bill us for the project until the rebate is received per our agreement in the contract. After discussion, a motion accept the quote of \$907.30 for materials and \$400 for labor plus the cost of mulch and hire McKay Nursery to do the front landscaping project was made by W. Smedema and seconded by E. Gratton. Motion passed. The utility shed and Barb Smith memorial were put on hold. After discussion of replacing the outside benches, E. Gratton will get pictures and prices of benches for the July meeting.

Personnel – Tyler Richards resigned from his position as Library Page effective June 21. Director Thrane will advertise for a page and will probably be hiring two pages.

Budget – J. Thrane presented library expenses sent to the City of Juneau through May 31, 2018.

Services & Programs – May statistics show that our library is lending as many items as it is borrowing. A calendar showing June/July initiatives was shared with the board. "Flicks at Six" has been added twice a month. A separate flyer was created to hand out to the students at Dodgeland and St. John's Lutheran School when S. Lange and J. Thrane visited at the end of May to promote the summer reading program at JPL. As of June 11, 132 people were signed up for the Summer Reading Program.

Public Relations – Alice Gentz with the Juneau Utilities wrote a short article sharing the Juneau Utilities donation to the Juneau Community Development Authority who then donated to the JPL for the LED lighting upgrade. The article with an accompanying photo was submitted to the local paper and has also been posted on the JPL website. Creating a PowerPoint requested by the Blue Zones Project from supporting organizations has been put on hold until August. A Health Literacy Workshop hosted by the ADRC will take place at JPL on June 19 from 2-4 PM. An acrylic wall organizer with space to display flyers and brochures from the ADRC will be installed on the wall in the foyer by Dave Gratton.

Monarch Library System – A handout about the Public Library System Redesign Project was shared with board members. Director Thrane will attend a "New Directors Boot Camp" in Marshfield August 22-24. This is an all-expenses paid trip.

Director's Report – Director Thrane will attend a Creativity and Aging workshop. Other 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 **Wed. July 11, 2018 at 4:30 PM.**

A motion to adjourn was made at 6:01 PM by D. Yuenger and seconded by E. Gratton. Motion passed.

Respectfully submitted,

Kathleen A. Pauly, Secretary/Treasurer