

**Spies Public Library Board of Trustees
December 7, 2018**

Present: Jim Anderson
Sandy Kuber
Doug Schoen
Tony Graff

Absent: Jan Shetter
Paul Haupt

The meeting was called to order at 10:03 AM.

Doug Schoen **made a motion to amend the agenda adding the Millage Update under Old Business.** Sandy Kuber seconded. Motion carried. Jim Anderson **made a motion to approve the agenda as amended.** Sandy Kuber seconded. Motion carried.

There was no one from the public to speak.

Jim Anderson **made a motion to approve the minutes from October 5, 2018.** Sandy Kuber seconded. Motion carried.

Financial Report – The September 30th, 2018 and October 31st, 2018 financial statements and petty cash statements were presented to the Board. Revenues were \$298,616.67 and year to date expenses were \$149,036.84 which is 31.89% of the operation's budget with two thirds of the fiscal year remaining.

The **Director's Report** was presented which lists meetings attended, programs, personnel, statistics and contributions/donations. **Highlights:** There were 9,529 visitors in September and October with a circulation of 13,048 items during this time period. There were also 2,363 computer users during this time period and 1,876 items borrowed/loaned through inter-library loan. There were 3,879 hits to the library's web page and 2,137 hits to the library's online catalog during this time frame. Madelyn Besaw has been hired as the new part-time library assistant. The library is currently hosting an art exhibit featuring Green Bay artist, Nadia Juhnke. The Holiday Open House with Santa will be held on Saturday, December 8, 2018. Pianist, Kelly McGuire and Company will be performing at the library on January 17, 2019. It was suggested that the library art gallery be named in honor of John Henes. Jim Anderson **made a motion that the gallery be named the "John Baptist Henes Gallery"** Doug Schoen seconded. Motion carried.

Old Business

Rooftop Unit –The roof-top unit and guard rails have been installed.

Superiorland Library Cooperative – The current director of the Superiorland Library Cooperative is on FML. Suzanne Dees has been appointed the interim part-time director. The Spies Public Library is allowed representation on the SLC Board. Our representative does not have to be on the Spies Public Library Board of Trustees but they must live in the cooperative's service area. Pat Cheski would be willing to represent the

Spies Public Library on the SLC Board. Pat was the former director of the Menominee County Library and a former SLC Board member. She would be an excellent choice to represent the Spies Public Library on the SLC Board and an asset to the board. Doug Schoen **made a motion to appoint Pat Cheski to the Superiorland Library Cooperative Board representing the Spies Public Library.** Jim Anderson seconded. Motion carried.

Millage Update – City Manager, Tony Graff provided an update on the library millage situation. The city must deal with the following issues before a proper millage campaign can commence.

- (1) Building Assessment – An architectural study of the library building needs to be conducted. The result of this assessment would be a 20 year maintenance and preservation plan. The city needs to know the upcoming costs associated with maintaining and preserving the library facilities so they can be addressed financially.
- (2) The water and sewer study must be completed as there will be an impact on the utility rates.

A strategy will continue to be worked on so that we are ready to move forward with a proper campaign with a solid and unified message upon the completion of the above items.

New Business

No new business

There being no further business, Doug Schoen **made a motion to adjourn the meeting at 11:20 AM,** Sandy Kuber seconded. Motion carried.