

**Spies Public Library Board of Trustees
December 6, 2019**

Present: Jim Anderson
Paul Haupt
Doug Schoen

Absent: Sandy Kuber
Jan Shetter
Tony Graff

The meeting was called to order at 10:05 AM.

Paul Haupt **made a motion to approve the agenda.** Jim Anderson seconded. Motion carried.

There was no one from the public to speak.

Doug Schoen **made a motion to approve the minutes from October 4, 2019.** Paul Haupt seconded. Motion carried.

Financial Report – The September 30, 2019 and October 31, 2019 financial statements and petty cash statements were presented to the Board. Revenues as of October 31, 2019 were \$311,855.06 and expenses were \$153,103.82. 30.66% of the budget has been spent after one third of the fiscal year.

The **Director's Report** was presented which lists meetings attended, programs, personnel, statistics and contributions/donations. **Highlights:** There were 9,646 visitors in September and October with a circulation of 13,197 items during this time period. There were also 2,024 computer users and 2,006 items borrowed/loaned through inter-library loan. There were 2,777 hits to the library's web page and 3,766 hits to the library's online catalog. The Holiday Open House will be held on December 14, 2019 at 10:30 AM. The Wildflower Band will be performing and Santa will be visiting.

Old Business

Roof-top Unit – Two quotes have been received to replace another roof-top unit. These quotes will be submitted to the City to commence the process so that another roof-top unit can be replaced in the spring.

Superiorland Library Cooperative – The Superiorland Library Cooperative Board of Directors met on December 5, 2019. Representative, w Pat Cheski provided a report from the meeting. The board was reminded that minutes, financial reports and other resources are always available on the Superiorland Website.

Klar Bequest – The Board of Trustees will schedule a meeting with the City of Menominee Finance Committee in February to discuss the Klar bequest. Two plans will be proposed for the management of these funds. One would involve the Library Foundation and the other a Trust. The February meeting of the Board of Trustees will be re-scheduled to January 31, 2020. The plans to address the City Finance Committee will be finalized at this meeting.

New Business

Job Opening – The library currently has a part-time job opening due to the resignation of Francine Boburka.

There being no further business, Paul Haupt **made a motion to adjourn the meeting at 11:00 AM.** Doug Schoen seconded. Motion carried.