

Spies Public Library Board of Trustees
October 4, 2019

Present: Jim Anderson
Sandy Kuber
Jan Shetter
Paul Haupt
Doug Schoen
Tony Graff

Absent:

The meeting was called to order at 10:00 AM.

Paul Haupt **made a motion to approve the agenda.** Jan Shetter seconded. Motion carried.

There was no one from the public to speak.

Amanda Winnicki – Menominee County Library – Amanda Winnicki, Director of the Menominee County Library addressed the Spies Public Library Board of Trustees regarding the funding and establishment of the Spies Public Library. This discussion was held as the result of a recent budgetary cut that the Menominee County Library sustained in hopes of finding new avenues for funding and cooperation.

Jan Shetter **made a motion to approve the minutes from August 2, 2019.** Paul Haupt seconded. Motion carried.

Financial Report – The July 31, 2019 and August 31, 2019 financial statements and petty cash statements were presented to the Board. Revenues as of August 31, 2019 were \$199,527.97 and expenses were \$72,726.10. 14.56% of the budget has been spent after two months of the fiscal year.

The **Director's Report** was presented which lists meetings attended, programs, personnel, statistics and contributions/donations. **Highlights:** There were 9,672 visitors in July and August with a circulation of 14,196 items during this time period. There were also 1,963 computer users and 1,671 items borrowed/loaned through inter-library loan. There were 3,175 hits to the library's web page and 3,695 hits to the library's online catalog. The library will be holding a "Murder Mystery Event" on October 25, 2019. The Friends annual book sale will be held from October 31 through November 2, 2019. The library will once again be participating in the Old World Christmas Market by providing a holiday story and distributing books.

Old Business

Roof-top Unit – Two quotes have been received to replace another roof-top unit. A third quote has been sought and is pending. This work probably won't commence until the spring.

Superiorland Library Cooperative – The Superiorland Library Cooperative Board met on September 26, 2019. Representative, 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.

New Business

Klar Bequest – The Spies Public Library was bequested 1.9 million dollars from the estate of Irene and Loren Klar. The Spies Public Library Board of Trustees reviewed the legal opinion from City Attorney, Michael P. Celello. The funds are currently held by the City of Menominee. The City has limitations on investing resulting in a low interest rate. A joint meeting of the Spies Library Foundation and the Spies Public Library Board of Trustees will be convened to discuss the parameters of these funds. A plan with the City Council needs to be agreeable so that the money can be transferred to the Library Foundation or another venue providing more flexibility for investing. Also, an architectural assessment of the building would be helpful so that the current and future capital needs of the library can be addressed.

There being no further business, Paul Haupt **made a motion to adjourn the meeting at 11:20 AM.** Jan Shetter seconded. Motion carried.

Superiorland Library Cooperative (SLC) Board Meeting Report – October 4, 2019

The SLC board of directors met on Thursday, September 26, 2019 via Zoom.

The board approved the July and August disbursements, Y-T-D expense and revenue reports, and the balance sheet as of August 31, 2019.

Director Shawn Andary reported on budgeting funds for the programing committee, additional mini-grants for member libraries, virtual reality experience and 3D printer workshops, and professional development podcasts. There were 65 participants at the recent PRLC annual conference.

After discussion, the board approved:

- Fiscal Year 2018-2019 Final Budget Revisions
- Schedule of Services 2019-2020
- Adoption of Fiscal Year 2019-2020 Budget
- Adoption/Reaffirmation of E-Rate Policies including CIPA Compliance
- Financial Institutions for FY 2019-2020

The current slate of Superiorland Cooperative Board officers was nominated, and then elected to serve during the 2019-2020 fiscal year.

I will be representing the Spies Public Library as a voting member for the next fiscal year. I am also a member of the Personnel and Finance Committees. Thank you for reappointing me to this board.

The Personnel Committee met on Wednesday, October 2 to finalize the SLC Director's evaluation form. An anonymous, eleven question, survey will be emailed to all board members and library directors, with a return deadline of October 23. The personnel committee will then meet to compile the results and present a full report to the SLC Board at the December 5th meeting.

Board minutes, financial reports and other resources are always available on the Superiorland Website, under Board Resources.

If you have any questions, please let me know.

Pat Cheski
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