

Spies Public Library Board of Trustees
January 31, 2020

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

Absent: Jan Shetter

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

Paul Haupt made a motion to approve the agenda. Doug Schoen seconded. Motion carried.

There was no one from the public to speak.

Doug Schoen made a motion to approve the minutes from December 6, 2019. Paul Haupt seconded. Motion carried.

Financial Report — The November 30, 2019 and December 31, 2019 financial statements and petty cash statements were presented to the Board. Revenues as of December 31, 2019 were \$315,371.65 and expenses were \$233,190.26. 47.25% of the budget has been spent after one half of the fiscal year. The following items will be submitted as capital outlay request for the fiscal year 2020/2021 — (1) Two rooftop units \$34,000, (2) Floor Replacement - \$22,000, (3) Fire Alarm system Upgrade - \$45,000. A list of upcoming building/equipment repairs and replacements has been comprised. Work will begin in the next few weeks on the 2020/2021 Operation's Budget

The Director's Report was presented which lists meetings attended, programs, personnel, statistics and contributions/donations. **Highlights:** There were 7,503 visitors in November and December with a circulation of 13,070 items during this time period. There were also 1,756 computer users and 1,887 items borrowed/loaned through interlibrary loan. There were 2,204 hits to the library's web page and 3,415 hits to the library's online catalog. The fourth annual Harry Potter Night(s) will be held on March 6th and 7th, 2020.

Old Business

Roof-top Unit —A contract has been signed for the replacement of one roof-top unit with WDM. The project will commence when the weather is conducive. An additional roof-top unit is in need of repairs. This will be addressed along with the rooftop replacement.

Superiorland Library Cooperative — No report - The Superiorland Library Cooperative Board of Directors has not met since our last meeting.

Klar Bequest —The Menominee City Council will be holding a special meeting in February to discuss the Klar Bequest. City Attorney, Michael Celello will present a legal

opinion on who has authority over the funds, instructions on how the funds can be used, and provide insight on the legality of investing these funds. The Spies Public Library Board of Trustees will be notified when a date has been established for this meeting.

New Business

Job Opening — The library currently has a part-time job opening due to the resignation of Francine Boburka. Jim Anderson made a motion that the 25 hour per week; part-time library assistant position is offered to Jennifer Nykanen. Sandy Kuber seconded. Motion carried.

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