

Spies Public Library
Board of Trustees Meeting
Friday, June 11, 2021, 10 AM

Minutes

Present: Jim Anderson

Paul Haupt-absent

Sandy Kuber

Doug Schoen

Jan Shetter

Tony Graff-City Manager

Blair Nelson

Sandy Bayerl—minutes taker

The meeting was called to order at 10:11 AM.

Jan Shetter **made a motion to approve the agenda.** Sandy Kuber seconded. Motion carried.

Doug Schoen **made a motion to approve the minutes from April 2021.** Sandy Kuber seconded. Motion carried.

Financial Report—The April 2021 financials were presented to the board. The library’s budget has a surplus as we near the end of the fiscal year. The library has the option of moving any unused funds into the Klar Fund, which will be reconciled in July 2021. The Klar money will supplement the remaining balance from the library’s 2021-2022 budget. The City is transferring in \$100,000 for the library’s budget and \$182,000 from an already-existing millage. The rest of the library’s budget will be supplemented this year from the Klar Memorial Fund. We received an unexpected \$9,000 from taxes and personal property taxes for libraries this year. That money will go into the library’s budget.

Director’s Report—Blair informed the board that the library is almost fully reopened. Public hours are Mondays, Tuesdays, Thursdays and Fridays from 10 AM-4 PM, and Wednesdays from 10 AM-6 PM. The library may add Saturdays again starting in July. The library is closed to in-person meetings and gatherings (except for library board meetings and Friends of the Library meetings). Looking at September for in-person gatherings again; possibly sooner. The library decided to not require masks (save for young children), but encourage them for those who are unvaccinated. We are still sanitizing areas for safety after patron use of those areas.

Library Happenings. Packet pickups are still every Tuesday at the library at 3:30 PM. Story Hours will be outside this summer every Thursday at 10:30 AM. Harry Potter in the Park had an amazing turnout this

year at Henes Park. Blair suggested hiring a professional photographer for next year for the event. The library has great summer reading programs coming up. Look to the website and FB page for details.

Grants. Blair informed the board that he did not get a grant from Hannahville Community for a Professional Movie Space. Blair will look at other funding options. Even though not all of the \$1,900 LSTA grant for “Plein Air Painting” was spent, the grant director wanted the full amount to be spent, so other grant items were ordered.

Strategic Plan. Blair informed the board that in late fall, 2021, he will start planning a new strategic plan for the library with more detailed planning to likely begin in Jan. 2022.

Old Business. As a reminder, the two approved CIP Outlay projects— HVAC units, and Fire Alarm System—won’t be able to be installed until July 1, which is the start of the new fiscal year. Tony said it’s best to do all units at once to save on any crane fees. Tony recommends that the new HVAC units have air purifiers. The Rescue Act may help to pay for these projects. The city is waiting to find out if they are getting Rescue Act funds.

Future CIP Outlays projects could include touchless faucets for the library’s bathrooms.

New Business. The board took an affirmative vote to authorize and execute that the Klar Bequest be moved to the M & M Foundation’s Klar Memorial Fund, with the City’s Financial Committee and the City Council voting and approving it. Motion made by Kuber and seconded by Shetter. Once approved, the Klar Funds will be transferred in after July 1 and take 30 days.

Next steps are for the library board to create an Investment Policy for the Funds, and also create an advisory committee to manage it. Tony suggested three people be on the committee who would then report to the library board. The committee can either have a representative appointed from the M & M Community Foundation, or separate from it. It is recommended Woodman Financial, a financial entity who works with the M & M Foundation, come and present to the library board during the next board meeting, about how to properly manage the Klar money, including transfers in and out, and investments.

There was talk of doing a future millage if need be if the City of Menominee’s budget ever struggled, since they own Spies Public Library.

Blair informed the library board that the library is getting a new copier.

The Auxilia proposal is tabled again until the August meeting.

Superiorland Library Coop update: The Coop’s director has resigned. The process for recruiting a new director is underway. Pam Malmsten was appointed as Interim Director.

The meeting adjourned at 11:05 AM.

The next library board meeting will be Friday, Aug. 6, at 10 AM. This meeting will be an in-person meeting.