

Spies Public Library
Board of Trustees Meeting
Friday, Oct. 8, 2021, 10 AM

Minutes

Present: Jim Anderson

Paul Haupt-absent

Sandy Kuber

Doug Schoen

Jan Shetter

Paula Grusynski, E.D. M & M Foundation—guest

Madison McDonnell, Finance and Program Director, M & M Foundation—guest

Kathy Brofka, City of Menominee Treasurer—guest

Brett Botbyl, City of Menominee Interim Manager/Policy Chief-guest

Blair Nelson—library director and minutes taker

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

After a motion to amend the agenda—to move up the Klar overview from the M & M Foundation, and Klar Fund and City Budget Q & A with Kathy Brofka and Bret Botbyl from the City--Doug Schoen **made a motion to approve the agenda.** Sandy Kuber seconded. Motion carried.

Jan Shetter **made a motion to approve the minutes from August 2021.** Jim Anderson seconded. Motion carried.

Financial Report—Paula from the M & M Foundation went over the summary and answered questions about the Klar account. She stressed confidentiality for the account, and that the main people—besides Paula-- who have access to the account are City Treasurer Kathy Brofka, Interim City Manager/Police Chief Brett Botbyl, and Spies Library Director Blair Nelson. Blair will share information from the account with the library board. He will also share monthly statements provided by the M & M Foundation. Fund distribution requests can only be authorized by Kathy and Blair.

Kathy and Brett answered questions from the library board members. There were many questions regarding the future of the library budget: what the amounts will be next year and after. The answer is unknown right now. There were questions about if Kathy can provide fund statements and balances from the Klar Fund. The monthly fund statements from the foundation will provide that information. It

seems likely that the Klar Funds will need to use to supplement Spies Library operating costs, per the discussions at the meeting, until other revenue sources can be found.

The board had previously voted not to approve the August 2021 financial report because of some unanswered questions. The report was then approved at the October 2021 meeting, **made by a motion from Janet Shetter to approve the August 2021 financial report.** Sandy Kuber seconded. Motion carried. Jim Anderson **made a motion to approve the October 2021 Financial Report.** Jan Shetter seconded.

Director's Report— The library is now fully open-including two days with evening hours. Public hours are Mondays, Wednesdays and Fridays 10 AM-5 PM; Tuesdays and Thursdays 10 AM-8 PM; Saturdays 10 AM-1 PM. Due to Covid-19 cases in the area on the rise again, the library is closed to in-person meetings and gatherings with the exception of library-related meetings. We hope to open to in-person meetings and programs by the start of December 2021. The rotating art gallery (in Conference Room 2) will begin this December. The library book club will start again the first Monday of November; the club meets every month on the first Monday of the month. **Library Personnel Changes**—Dawn Surprise resigned. Sara Rebbie starts on October 7. Carrie Flores has started work. It's going well!

Library Happenings—The library will have a book sale November 4-6, put on by the Friends of Spies Library. This will be a larger sale, as there wasn't one last year due to Covid-19. Masks are required for the sale. The library is one of the locations for the Gallery Hop on Tuesday, Oct. 26, from 5-7 PM. Since the Art Gallery doesn't have any exhibits for this month, we will have visitors look at the various artwork through the library. We will also have on display the 'forbidden' books that library staff created for an upcoming Halloween display. These displays will be used for yearly Halloween and Harry Potter events. The library is one of the business having trick-or-treaters visit from 3-5 on Thursday Oct. 28. Story Hour has resumed; there was a break in September, from all the summer activities.

Grants—Nothing to report

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. Nothing to report right now.

New Business. Shetter made a motion to approve, Anderson seconded, using Klar money to fund a new A/V area of the library for doing presentations, showing films, and doing video-gaming and other events. Bids for the project have gone out, and will then need to approved by City Council. Bids are ready for new HVAC units, however the board may decide to delay that project until Spring 2022 or later, after the bids are evaluated. An estimate should be coming for a new Fire Alarm System. After that, it will go to bid.

Superiorland Library Coop update: New director, Dillon Geshel, started September 28. Blair was elected to UPLRC Exec. Committee.

Sandy Kuber **made a motion to adjourn the meeting.** Jan Shetter seconded. The meeting adjourned at 12:10 PM

The next library board meeting will be Friday, Dec. 3, at 10 AM. This meeting will be an in-person meeting.