

# **MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES**

**Wednesday, March 8, 2023**

Wendy Jo Smedema called the meeting to order at 5:01 PM. Present were Wj Smedema, Jean Haan, Jenifer Hirschfeld, Jessica Johnson, Kay Marose, and Library Director Jannette Thrane.

Absent: Eileen Gratton, Rosemary Smantz

## **Public Comment:**

-none

## **Agenda:**

-A motion to approve the agenda was made by K Marose and seconded by J Johnson. Motion carried.

## **Minutes:**

-A motion to approve the minutes of the February 8, 2023, meeting was made by J Haan and seconded by K Marose. Motion carried.

-A motion to approve the minutes of the February 22, 2023, meeting was made by K Marose and seconded by J Johnson. Motion carried.

## **Budget:**

-Director Thrane shared the monthly expense report for February 2023.

-Year-to date city expenditures were shared for 2023.

## **Financial:**

-A motion to approve payment of the bills from February 8-March 7, 2023, was made by J Haan and seconded by K Marose. Motion carried.

-The 2022 Annual Report was submitted to Monarch Director, Riti Grover, for submission to DPI by March 1<sup>st</sup>.

-A motion to approve the March 6, 2023, Treasurer's Report was made by K Marose and seconded by Wj Smedema. Motion carried.

-Year-to-date Board expenditures were shared.

## **Building/Grounds:**

-TalkReadPlay playspace installation is scheduled for the week of March 27, 2023

-Shared that the Internet & VoIP connection is working but will wait another month before canceling Spectrum.

-Director Thrane is waiting to hear from Monarch IT for recommendations on what to purchase for the computers.

-The camera for the TalkReadPlay space should be installed soon. No official invoice currently. Director Thrane discussed which account to take the funds out of to pay for the

purchase. Board discussed that this purchase was discussed last spring and approved. Director Thrane will investigate the past minutes to confirm.

-Director Thrane shared that the DPW is looking at an emergency lighting fixture that needs repair.

-The Momentum Studios design concepts and pricing for the workroom windows were discussed. A motion was made by J Johnson and seconded by K Marose to approve \$2000 to be spent on the design fees, cost of materials, and installation fees with the money from the Hicks grants. Motion carried.

### **Services & Programs:**

-February programming stats were shared.

-March programming was shared through a printed calendar.

-Year to date circulation totals for 2023 were shared.

### **Public Relations:**

-Update on the Friends of JPL free hotdog lunch on Tuesday, Feb. 14 for patron appreciation.

-Update on the Friends of JPL hosting a "Meet the Author" event celebrating the 25th Anniversary of this library-TBD April; theme would be baseball.

### **Staff:**

-Director Thrane shared that the Library hired two Library Pages.

-In March numerous staff members will be on vacation. Coverage is in place to make sure the library is sufficiently staffed.

### **Monarch Library System:**

-Director Thrane shared that the annual report for MLS directors was completed and submitted.

-Director Thrane shared that the Monarch IT department is down to one tech.

### **Director's Report:**

-Both written (print) and verbal report given for February 2023.

### **Board Planning:**

-The next monthly meeting of the Juneau Library Board of Trustees will be held on Wednesday, April 12, 2023, at 5:00 pm.

A motion to adjourn at 5:37 pm was made by J Hirschfeld and seconded by J Haan. Motion carried.

Respectfully submitted,

Wendy Jo Smedema/Secretary

Approved by the Library Board on 4/12/23