

MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, April 12, 2023

President Eileen Gratton called the meeting to order at 5:04 PM. Present were Eileen Gratton, Rosemary Smanz, Wj Smedema, Jean Haan, Jenifer Hirschfeld, Jessica Johnson, Kay Marose, and Library Director Jannette Thrane.

Public Comment:

-none

Agenda:

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

Minutes:

-A motion to approve the minutes of the March 8, 2023, meeting was made by R Smanz and seconded by J Haan. Motion carried.

Budget:

-Director Thrane shared the monthly expense report for March 2023.
-Year-to date city expenditures were shared for 2023.

Financial:

-A motion to approve payment of the bills from March 8-April 11, 2023, was made by Wj Smedema and seconded by E Gratton. Motion carried.
-A motion to approve the April 11, 2023, Treasurer's Report was made by E Gratton and seconded by K Marose. Motion carried.
-Year-to-date Board expenditures were shared.

Building/Grounds:

-TalkReadPlay playspace was installed. There is a missing roof piece (damaged during shipping) that will be installed once it arrives. Since the playspace was moved slightly from the original plan, Director Thrane has spoken to DPW about moving the utility shed. Friends of the Library discussed having a ribbon cutting event once the process is finished.
-Spectrum internet will be canceled but will keep a phone line for faxing.
-Director Thrane is waiting to hear from Monarch IT for recommendations on what to purchase for the computers.
-The camera for the TalkReadPlay space is installed. Funds were taken from the Hicks grants to cover this purchase.
-No new information from The Momentum Studios design concepts for the workroom window project. Tabled for May.

Services & Programs:

- March programming stats were shared.
- April programming was shared through a printed calendar.
- Year to date circulation totals for 2023 were shared.

Public Relations:

- Friends of JPL hosting a "Meet the Author" event celebrating the 25th Anniversary of this library on Wed. April 19.
- Friends of JPL will host a Culver's Share Night on Monday, April 24 from 4-8 in Beaver Dam.
- Friends of JPL would like to host a ribbon cutting event for the opening of the TalkReadPlay playspace. Director Thrane will contact the new Rec Dept. Director, Jacob Caltagerone.

Staff:

- Director Thrane shared that both the new Library Page hires are proving to be great additions to the staff.
- An Employee Evaluation Committee was formed to meet with Director Thrane on Wednesday, April 26, at 5:00 pm for her annual employee evaluation. The committee consists of Jenifer Hirschfeld, Jessica Johnson, and Jean Haan. The committee will share their findings with the full Library Board at the May 10 Library Board meeting.

Monarch Library System:

- Director Thrane shared Amy Kondro joined the Monarch IT department staff.

Director's Report:

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

Board Planning:

- The next monthly meeting of the Juneau Library Board of Trustees will be held on Wednesday, May 10, 2023, at 5:00 pm.

A motion to adjourn at 5:40 pm was made by Wj Smedema and seconded by J Hirschfeld. Motion carried.

Respectfully submitted,

Wendy Jo Smedema/Secretary

Minutes approved by Library Board on 5/10/23