

MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, June 14, 2023

President Eileen Gratton called the meeting to order at 5:11 PM. Present were Eileen Gratton, Wj Smedema, Jean Haan, Jenifer Hirschfeld, Jessica Johnson, Kay Marose, and Library Director Jannette Thrane.

Absent: Rosemary Smanz

Public Comment:

-none

Agenda:

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

Minutes:

-A motion to approve the minutes of the May 10, 2023, meeting was made by K Marose and seconded by J Haan. Motion carried.

Budget:

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

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

Financial:

-A motion to approve payment of the bills from May 10 -June 13, 2023, was made by E Gratton and seconded by K Marose. Motion carried.

-A motion to approve the June 12, 2023, Treasurer's Report was made by K Marose and seconded by J Haan. Motion carried.

-Year-to-date Board expenditures were shared.

-Landmark CD 370-23 matures on July 14, 2023, and Board reviewed rates and location of funds. A motion was made by K Marose and seconded by E Gratton to move \$10,000 from CD 370-23 to the checking account to continue covering operational expenses. Motion carried. A motion was made by J Haan and seconded by Wj Smedema to move the remaining CD 370-23 funds to F & M Bank for the 13-month promo. Motion carried.

Building/Grounds:

-City Hall is the contact for Spectrum and they are in the process of canceling the Spectrum internet line. The Library will have one phone line through Spectrum for faxing.

- Director Thrane ordered the 3 circulation computers and two iPads in kiosk stands. The City of Juneau approved \$5,910 towards the purchase of these computers through capital expense funding.
- The Momentum Studios design concepts for the workroom window project were tabled. Director Thrane wishes to speak with library staff about their preferences for the window signage before the Board moves forward.
- K Marose shared her concerns over the “fogging” of the windows at the library and the need to stress to the City the need to replace. K Marose suggested sharing the situation and costs with the Finance Committee again.

Services & Programs:

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

Public Relations:

- Friends of JPL will be having a brat fry at Glenn’s Market in Watertown on Friday, July 14.
- No date yet on the Friends of JPL ribbon cutting event for the opening of the TalkReadPlay playspace. They did receive a grant to purchase an ADA accessible picnic table for the concrete area next to the playspace. Once that has been purchased and installed the Friends will move forward with the ribbon cutting event including all parties involved.
- New “Adventure Passes” have been added to the library’s collection.

Staff:

- Director Thrane will be conducting staff evaluations in July.
- Director Thrane will be attending the American Library Association Conference in Chicago, June 22-27.
- Director Thrane will be attending the Play-Make-Learn Conference in Madison, July 20-21 and is looking into taking another staff member with her.

Monarch Library System:

- County and Cross-County reimbursement for payment in 2024 was shared.
- MLS is a Beta tester for Vega Program, Promote, and Discover-will launch email campaigns in the fall.
- Shared the upgrade to Polaris version 7.4 went well.
- RFID project is still underway-weeding the collection yet.

Director’s Report:

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

Board Planning:

-Three Library Board of Trustees were reappointed at the June 13 Common Council meeting. The terms for these new appointments were staggered (by the Mayor) so the need to fill open spots does not all fall in the same year. Wj Smedema-term expires 7-2024; Rosemary Smantz-term expires 7-2025; and Jenifer Hirschfeld-term expires 7-2026; Other appointments are as follows: Eileen Gratton (reappointment to the Board will be approved at the August Common Council Meeting; Kay Marose - term expires 4-2024; Jean Haan-term expired 7-2024; Jessica Johnson - School District Administrative Representative; Jannette Thrane-Director, and Dan Wegener (non-voting)-term expires 4-2024

Director Thrane thanks all members for their dedication to the library and community.

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

A motion to adjourn at 6:02 pm was made by J Haan and seconded by J Hirschfeld. Motion carried.

Respectfully submitted,

Wendy Jo Smedema/Secretary