

MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, October 11, 2023

Eileen Gratton called the meeting to order at 5:02 PM. Present were Wj Smedema, Jean Haan, Jenifer Hirschfeld, Jessica Johnson, Eileen Gratton, Rosemary Smantz, and Library Director Jannette Thrane.

Absent: Kay Marose

Public Comment:

-none

Agenda:

-A motion to approve the agenda was made by E Gratton and seconded by J Hirschfeld. Motion carried.

Minutes:

-A motion to approve the minutes of the September 13, 2023, meeting was made by J Johnson and seconded by J Haan. Motion carried.

Budget:

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

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

Financial:

-A motion to approve payment of the bills from September 13 - October 12, 2023, was made by E Gratton and seconded by R Smantz. Motion carried.

-A motion to approve the October 9, 2023, Treasurer's Report was made by Wj Smedema and seconded by R Smantz. Motion carried.

-Year-to-date Board expenditures were shared.

-Landmark CD #370-12 will mature on October 14. A motion was made by E Gratton and seconded by J Haan to continue with a 12-month CD @ 5.08% rate at Landmark.

Building/Grounds:

-Director Thrane shared a quote for the removal of the dying ash tree on library property. DPW was contacted. Quote was cheaper and will go with EXEL Tree Service to take down the ash tree.

-Director Thrane updated the Board on moving the utility shed.

-Received the ADA compliant picnic table and it was assembled and installed.

-The three circulation computers and two iPads in kiosk stands are available for set-up. Waiting for software installation.

Services & Programs:

-September programming stats and hoopla stats were shared but WhoFi stats were unavailable. Discussion occurred over the need to put more money into hoopla before the end of year. No decision was made.

- October programming was shared through a printed calendar. Events discussed were “Name the Reading Dragon,” the WI Science Festival’s “Science in a Bag” kits, pumpkin decorating contest, trick or treat, Green Bay Packers program, and adult yoga.
- Year to date circulation totals for 2023 were shared.

Public Relations:

- Library staff participated in the Dodgeland Homecoming Parade. Staff also participated in Homecoming Week by dressing up for the theme days.
- Friends of JPL ribbon cutting event for the opening of the TalkReadPlay playspace is TBD.
- Friends of the Library will host a Pizza Ranch Fundraiser on Monday, October 23 at the Beaver Dam location from 4 pm-8 pm.

Staff:

- Director Thrane stated the new Library Page will begin on Monday, October 16.
- Staff wage increase was approved by the City. Director Thrane received a wage study at the end of August for library staff in Wisconsin and shared with the Board. A motion was made by Wj Smedema and seconded by J Johnson to present to City a new increase based on the wage study received. Motion carried.
- Director Thrane shared upcoming vacation information.

Monarch Library System:

- Director Thrane shared that she was asked to give input for annual performance review for Monarch Library Director.
- The new Ted and Grace Bachhuber Memorial Library (Mayville) will be open to the public on Thursday, Oct. 19.

Director’s Report:

- Written and verbal report given for September/October 2023.

Board Planning:

- The next monthly meeting of the Juneau Library Board of Trustees will be held on Wednesday, November 8, 2023, at 5:00 pm.

A motion to adjourn at 6:00 pm was made by E Gratton and seconded by J Hirshfeld. Motion carried.

Respectfully submitted,

Wendy Jo Smedema/Secretary