

## Barron Public Library – Board of Trustees

Agenda or Minutes:	Minutes
Body:	Board of Trustees, Barron, Wisconsin
Meeting Date:	Thursday, May 11, 2023
Meeting Time:	7:30a
Meeting Place:	Zoom only

	Agenda Items	Disposition	Action
	<b>Call to order</b>		
1)	<b>Roll Call</b> Janet Espeseth, Heidi O Hong, Teri Massie, Isaak Mohamed, Andy Rick, Mo Tollman, Kathee Yamada	<b>Members:</b> Janet, Heidi, Teri, Andy, Mo, Kathee <b>Library Staff:</b> Amanda Feldt-Smith <b>Via Zoom:</b> All <b>Not present/excused:</b> Isaak	
2)	<b>Approval of Agenda</b>	Approved by general consent as printed.	
3)	<b>Approval of the Minutes</b>	Mo/Janet to approve the April 2023 minutes, approved.	
4)	<b>Approval of the Bills</b>	Andy/Mo to approve the bills as printed, approved.	
	a) Expenditures, Act 150, monthly bills		
5)	<b>Business:</b> a) Director's Report b) Programs and statistics	a) Administrative update about library services. b) Update about statistics and current/future programs	Amanda is attending the IFLS Directors Council meetings, which are helpful, in April policy reviews were highlighted. JONAH is a

	c) Securing the Building	c) Update about Barron Public Library security Amanda noted that the security system has been updated and she has been instructed on its use. Securing the building includes the policy that no employee can be in the building after hours (except the Library Director).	group that collects data in order to improve services to communities. A rural outreach organizer has been appointed to talk to libraries and other entities to make improvements in the area. April 28 was staff development day where new policies were reviewed, cataloging was explained, kid's brain behavior discussed and how paperwork for patrons should be handled.
6)	<b>Library Board of Trustees Membership</b> a) City Representative b) County Representative	Isaak is our city representative to the council.	The BOT is waiting to hear who may be appointed to the board from the county as a representative.
7)	<b>Policy Reviews</b> 1) <b>Public Comment: Policy and Guidelines for addressing the Barron Public Library Board of Trustees.</b> 2) <b>Privacy of Library Records and Library Use</b> 3) <b>Request for Access to Child's Library Record Form</b> 4) <b>Fiscal powers of the Library Board and Library Director</b> 5) <b>Prohibiting Firearms and Weapons in the Barron Public Library Building</b>	Each policy was reviewed: 1. Mo/Janet to approve the Public Comment: Policy and Guidelines for addressing the Barron Public Library Board of Trustees as written, passed. 2. Teri/Andy to approve the Privacy of Library Records and Library Use Policy as written, passed. 3. Andy/Teri to approve the Request for Access to Child's Library Record Form as written, passed. 4. Janet/Kathee to approve the Fiscal Powers of the Library Board and Library Director as written, passed. 5. This policy was tabled until other policies of this nature can be reviewed.	

8)	<p><b>Convene to closed session for “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.”</b>  <b>Wis. State. 19.85 (1) (c)</b></p>	<p>Motion: Kathee/Mo at 8:46a to move into closed session, passed.  Motion: Janet/Teri at 9:36a to return to open session, passed.</p>	<p>Motions were withheld until the BOT consults with the City Administrator and legal counsel.</p>
9)	<p><b>Step and Wash</b></p>	<p>This is a step system that allows children to wash their hands. Both bathrooms would be fitted with a step and wash.</p>	<p>Amanda will pursue grants for (2) Step and Wash systems.</p>
10)	<p><b>Committees</b>  a) Policy review  b) Property Repairs</p>	<p>The policy review committee will meet to update policies as directed by Amanda.  The property committee will meet for a walk-about to determine next priority repairs.</p>	<p>Areas that need work are: sidewalks, broken outdoor light, a permanent bike rack, pest control, and tuck pointing (brick repair/mortar) of the Carnegie.</p>
11)	<p><b>Unfinished Business</b>  a) Property Repair projects</p>	<p>Update on the kitchen/breakroom renovation from Amanda was given as this project is moving forward. Kitchen bids are ongoing as one more is to be received in the near future.</p>	<p>The HVAC is going in! Patrons and staff have already noticed cleaner circulating air. The A/C unit will be installed on Monday.</p>
12)	<p><b>Announcements</b>  a) Tangled Week  b) Storytime in Anderson Park, 10:30a  1. May 22, gardening  2. June 26, our service community  3. July 31, music</p>	<p>Tangled week is May 22-26. Watch for announcements!  May 7-13 is National Music Week; the Barron music club has asked for the libraries help in celebrating this week and the library has a display about music.</p>	<p>Patrons are noticing the difference in a neat and clean library – thank you to our new cleaning person.  Everlasting Bouquet (Mother’s Day) making a bouquet on May 11-13 at the library.</p>
13)	<p><b>Upcoming meeting agendas</b></p>	<p>Make Music Day is Wednesday, June 21.</p>	
14)	<p><b>Adjournment</b></p>	<p>Motion: Mo/Janet to adjourn, duly adjourned at 9:52a</p>	<p><b>Next meeting: June 8 at 7:30a</b></p>