

Barron Public Library – Board of Trustees

Agenda or Minutes:	Minutes
Body:	Board of Trustees – Meeting
Meeting Date:	Wednesday, August 9, 2023
Meeting Time:	5:00PM
Meeting Place:	Barron Senior Center or Zoom

	Agenda Items	Disposition	Action
	Call to order	Time: 5:05PM	
1)	Roll Call & Introductions	Members: Heidi O Hong, Audrey Kusilek, Andy Rick Library Staff: Amanda Feldt-Smith (Dir.) Via Zoom: Gary Nelson, Teri Massie Not present/excused: Mo Tollman, Janet Espeseth, Kathee Yamada, Isaak Mohamed	
2)	Approval of Agenda	Motion: Audrey/Teri to approve agenda as printed, approved.	
3)	Approval of the Minutes <ul style="list-style-type: none"> • July 2023 	Motion: Gary/Audrey to approve July 2023 minutes as printed, approved.	
4)	Approval of the Bills	Motion: Audrey/Gary to approve the July 2023 expenditures as printed, approved.	
	a) Expenditures, Act 150, monthly bills		
5)	Business: <ul style="list-style-type: none"> a. Director’s Report b. Programs and Statistics 	a) Administrative update about library services: the elevator was serviced for a burning smell then a part of the door latch broke off the	Elevator company ordered part to fix the door latch and will return lift to functioning order ASAP.

		<p>following day so it is out of order until the company can fix it. An emergency kit has been placed in the building's shelter in case of inclement weather. Director is looking for prices to replace main library door lock.</p> <p>b) Update about statistics and current/future programs: the fifth annual End of Summer Reading Block Party and Book Sale is August 16th, Friends of the Library Golf Outing Fundraiser is August 19th, I Love the 80s Trivia Night is August 15th, Special Saturday Storytime with Principal Van Ess is August 26th, Storytime in the Park will feature Snappy the Snapping Turtle and Sage from Hunt Hill, Community Nights are moving to Wednesdays in September.</p>	<p>Main library door lock to be replaced.</p> <p>BOT members are encouraged to volunteer for programs on August 16th and August 19th.</p>
6)	Policy Review	<ul style="list-style-type: none"> • Grant Policy - Motion: Audrey/Gary to approve the Grant Policy as printed, approved. • Emergency Preparedness - Motion: Audrey/Andy to approve the Emergency Preparedness Policy with word correction and added phone number for natural gas contact, approved. • Displays and Exhibits Policy - Motion: Audrey/Teri to approve the Displays and Exhibits Policy as printed, approved. • Bulletin Board Policy - Motion: Andy/Gary to approve the Bulletin Board Policy as printed, approved. • Photographs Taken in the Library Policy – Tabled to next meeting to consult legal counsel. 	<p>Amanda will consult city representatives regarding several policies and will bring them back to the BOT with answers.</p>

		<ul style="list-style-type: none"> • Service Animals Policy – Tabled to next meeting to consult City of Barron policy. 	
7)	Staffing/Personnel Updates a) BPL Handbook Review	<ul style="list-style-type: none"> • Welcome to our newest staff members! • Motion: Audrey/Andy to approve the 2023 Barron Public Library Handbook review as printed, approved. 	
8)	Library Board Meeting Dates	<ul style="list-style-type: none"> • Meeting time discussion: BOT will continue to meet the first full week Wednesday at 5PM with a hybrid meeting format available. 	
9)	Committees: a) Policy Committee b) Property Repair Committee	<ul style="list-style-type: none"> • Policies continue to be updated and reviewed • Soffits have been removed from the Carnegie portion of the library, the need of tuck point repair will be assessed 	
10)	Unfinished Business a) Property repair projects	a) Kitchen/breakroom renovation: Library Director will bring the received bids to next BOT meeting so the next steps can be voted on.	
11)	Announcements a) Trustee Training Week August 21-26	Webinars for Trustee Training Week can be viewed here: https://www.wistrusteetraining.com/	
12)	Agenda Items for Next Meeting	<ul style="list-style-type: none"> • Preliminary 2024 BPL Budget • Tabled Policies • Bids for kitchen/breakroom renovation 	
13)	Adjournment	Time: 6:22PM	Next meeting: September 6, 2023 5PM