

REGULAR LIBRARY BOARD MEETING
Tuesday September 17, 2024
5:00 PM Meeting Zoom
Minutes

Members present: Keith Ryskoski (President), Marilyn Hartig, Mary Whittaker, Peggy Ross, Paula Wurst, Mike Peterson and Kerrey Andreas

Staff present: Lauren Schuppe, Library Director

The Madeline Island Library Board meeting was called to order by Keith.

I. Public Comment - none

II. Minutes

A. Regular Library Board Meeting August 22, 2024

Motion by Mary to approve the above minutes as presented, seconded by Marilyn, all ayes. Motion Carried.

III. Directors Report

- Summer Rec billing has been calculated (approx. \$7,600) and should be billed out soon. These funds will replenish the summer recreation designated fund.
- Lauren has an appt. with Xerox next week to look at a replacement for the current copier/printer which is on its last leg.
- Lauren will work with Lauren in Accounting to get Workhorse (Town's accounting software) installed on her laptop which will provide real time budget information.
- Our library system, Northern Waters Library Service (NWLS) is searching for a new director.
- Lauren has signed up for her continuing education classes for her director's certification which will be completed by 12/31/24.

IV. Financials

A. Sign Directors Timesheet

Timesheet submitted for weeks ending 8/31/24.

Motion by Kerrey to approve signing director's timesheets as presented, seconded by Peggy, all ayes. Motion Carried.

B. Approve Bills

Elan Financial Services	\$1,948.17
Norvado	190.37
APG Media	112.66
Adventure Vacations	1,800.00
Capital One/Wal-Mart	189.71
Demco	110.43
Christopher Dooley	570.00
Farmhouse Madeline Island	400.00

Heart Graphics	66.00
MEI	495.66
NWLS	542.71
Northwoods Forager	4,400.00

Motion by Peggy to approve paying bills as presented, seconded by Paula, all ayes. Motion Carried.

C. Budget Timeline

1. Approve Capital Improvements

Lauren would like to submit a Capital Improvement for \$25,000 for potential elevator repairs.

Motion by Peggy to approve Lauren submitting the above Capital Improvement to the Town, seconded by Mary, all ayes. Motion Carried.

2. Schedule special meeting

Lauren noted that the full budget for 2025 is due next Friday. A meeting needs to be scheduled for next week to approve.

Consensus to have a meeting next Wed. 9/25 @ 5pm.

V. Ongoing Projects

A. FriendsCircle

1. Report from Board Liaison Kerrey Andreas

Kerrey stated the 8/21 garden parking had a good turnout. They have a good list of volunteers that signed up. People were interested in the makerspace. They have not had a meeting since then. Their next goals are to get support for the OWL System and spread the word about the FriendCircle.

B. Library Community Center RFP

1. Update on Town Board meeting

The Town Board discussed the RFP at their last meeting. Lauren's goal was for them to be aware of the costs and become familiar with the proposals that were received. They had a few questions, and the topic was tabled pending additional information regarding the study be done in phases as suggested to Lauren by Baker Street Consulting Group. Lauren has a meeting scheduled with Baker Street to discuss this idea. Glenn Carlson, Town Board Chair suggested holding off until we see what direction the Bayfield School is taking on a referendum for the school.

2. Approve submission to the Duluth Superior Community Foundation Opportunity Grant

Lauren would like to apply for this opportunity grant for \$50,000 to fund the community center feasibility study. The submission is due 10/1 with awards being made by 12/31.

Motion by Kerrey to authorize Lauren to apply for a \$50,000 Opportunity Grant from the DSCAF, seconded by Mike, all ayes. Motion Carried.

VI. Future Agenda Items – budget,

Adjourn:

Motion by Mary to adjourn, seconded by Paula, all ayes. Motion Carried.

Minutes taken from recording and submitted by Dorgene Goetsch, Clerical Assistant.

Minutes approved as presented 10/15/24. D. Goetsch, Clerical Assistant